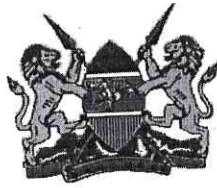


BOMET COUNTY



THE COUNTY ASSEMBLY

REPORT OF THE COUNTY ASSEMBLY COMMITTEE ON LABOUR AND PUBLIC SERVICE FOR THE PERIOD ENDING 31ST DECEMBER 2013.

DATE: 7TH MAY 2014.

PREFACE

Honorable speaker sir,

On behalf of the committee on Labour and Public Service, and pursuant to the provisions of the standing orders 181, it is my humble pleasure and pleasant privilege to present to you and by extension to the honorable house, the report of committee on Labour and Public Service's findings on the report of County Public Service Board (now henceforth CPSB) for the period up to 31st December 2013, on 29th January 2014.

The CPSB's report is a six page document, however, quite a number of annexes were appended. The report was done in line with the County Government Act No. 17 of 2012. **It is a report on appointment of persons in the offices created by the CPSB.** The positions reported on are;

- Chief Officers (now henceforth COs),
- Sub County Administrators,
- Town Administrators and
- Ward Administrators.

MANDATE OF THE COMMITTEE

The committee derives its mandate from standing order section 190 (5), which stipulates that;

- a) *All matters related to labour, trade union relations, and human resource planning,*
- b) *The power to Investigate, Inquire into, and Report on all matters relating to the mandate, management, activities, administration, operations and estimates of assigned departments;*
- c) *Mandated to Study programmes and policy objectives of developments and effectiveness of implementation of their sector;*
- d) *To Study and review all county legislation referred to it;*
- e) *Further to this, the committee is also required to submit half-yearly reports to the liaison committee.*
- f) *Study the programme and policy objectives of departments and the effectiveness of the implementation;*
- g) *Study, assess and analyze the relative success of the department as measured by the results obtained as compared with their stated objectives;*
- h) *To vet and report on all appointments where the constitution or any law requires the County assembly to approve, except those under standing order 187 (committee on appointments)and;*
- i) *In addition, to make reports and recommendations to County Assembly as often as possible including recommendation of proposed legislation.*

COMMITTEE'S MEMBERSHIP

Labour and Public Services committee comprises, as constituted on 28th February 2014, of the following honorable members;

1. Honorable Reuben Lang'at
2. Honorable Bency Too
3. Honorable David Rotich
4. Honorable Christopher Ng'eno
5. Honorable John Ng'etich
6. Honorable Cecilia Towett
7. Honorable Philip Siele
8. Honorable Aurelia Chepkirui
9. Honorable Wilson Keter



CHALLENGES

The exercise came to its conclusive end not without some surmountable challenges. Quite a number of challenges, as expected, were encountered. However, I thank the committee members because they were equal to the task. It is also worth noting that, challenges are to be appreciated in any working environment. Challenges are known to offer invaluable learning lessons and every time the difficulties are overcome, we stand tall, feel appreciated and give a pat to each other's shoulder for a job well done.

Speaker sir, allow me to name a few.

First was the shallow yet paradoxically voluminous report which was haphazardly done, without due diligence, no show of consistency, poorly arranged and lacking vital and prerequisite columns to capture such data as Persons With Disabilities (PWD), Gender, Ward, and others. Speaker sir, it was generally noted that there was a number of typographical errors in the document.

Speaker sir, quite another notable challenge was the desire to meet the time limits stipulated. Over time, I, as the Chairperson, and on numerous occasions had to rise and give statements on the progress of the committee on the report. The reason that occasioned this scenario was that the constitution of committee on 28th of February 2014. Speaker sir as you may be aware of this fact, the committee members took time to consult with the former committee (formerly known as committee on Education, Labour and Social services), which was dealing with the issue hitherto. This dragged the progress in its entirety. **Speaker sir**, this warranted the seeking of permission for the extension of more time because we wanted to do a thorough work and it is my trust that we have accomplished this work perfectly.

APPRECIATION

I, on my capacity as the chairperson of the committee, and on behalf of the committee, want to thank each member of the committee and the membership of this honorable house for finding time out of their busy schedules to give their high-level critique, and their valuable recommendations. Kindly members feel appreciated.

Speaker sir, I do not wish to be an ingrate by forgetting to have a special mention of the assistance from the office of the speaker and that of the clerk. These two offices, mostly, kept us on our toes just to be able, to ensure that this committee delivers their mandate and table the report in time.

Speaker sir, the secretariat team also has a part in the success of this report, however, I particularly noticed that they are particularly ill equipped with the tools like laptops that help them to facilitate easily, efficiently and effectively, the task before them. It is our prayer that they be equipped with the necessary materials and equipments. This is not to say they did not perform. The team, lead by their able director, did a splendid and commendable work. To that team in its entirety, I say a big thank you.

Speaker sir, last but not the least to mention is the legal department. This team of intellectuals gave their legal opinion based on the committee's findings. The exercise was to ensure that the recommendations therein are in tandem with the acts and the supreme law of the land.

Speaker sir, to all these departments, on my capacity as the chairperson of the committee and on behalf of the committee members I wish to register my appreciation.

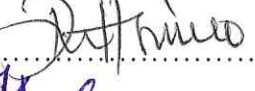
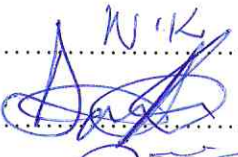
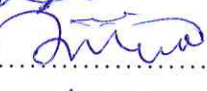
Mr. speaker sir, on behalf of the Committee, I now wish to dutifully table the committee's report and urge the members of this respected house to critically look at the recommendations suggested by the committee and adopt them. **Speaker sir**, I wish to mention that as much as I implore upon this honorable house to adopt this report, should the honorable members see it prudent, to further suggest any other concern that we might have overlook, we as the committee will gladly appreciate.

HON. REUBEN LANG'AT, Chairperson, Labour and Public Service's Committee.

SIGNED..........DATE 22-5-2014

OWNERSHIP OF THE REPORT

We, the members of the Labour and Public Service's committee, do hereby append our signatures against our names to this report to affirm the correctness of the contents and support for the report.

1. Hon. Reuben Lang'at.....
2. Hon. Bency Too.....
3. Hon. Christopher Ng'eno.....
4. Hon. John Ng'etich.....
5. Hon. Cecilia Towett.....
6. Hon. Wilson Keter.....
7. Hon. David Rotich.....
8. Hon. Philip Siele.....
9. Hon. Aurelia Chepkirui

ABBREVIATIONS USED IN THIS REPORT

CGA: County Government's Act

CO(s): Chief Officer(s)

CPSB: County Public Service Board

CS: County Secretary

DEV: Development

F: Female

M: Male

NAT: Natural

No: Number

PWD: Persons With Disabilities

RES: Resources

- ↗ **The asterisk * sign** shows wrong representation/naming as per the CPSB report more than one asterisk means not represented/data absent.
- ↗ Percentage is to one decimal place in all the worked out percentages.
- ↗ Number inside brackets in the tables does not add up to the totals.

REPORT OF THE COMMITTEE ON LABOUR AND PUBLIC SERVICES ON PUBLIC SERVICE'S REPORT FOR THE PERIOD UP TO 31ST DECEMBER 2013.

EXECUTIVE SUMMARY

The County Assembly Committee on Labour and Public Services received the CPSB report on 29th January 2013 covering the period ending 31st December 2013. Subsequent to the tabling of the report, the CPSB chairperson was invited on the 14th day of February 2014, an invitation that he honored. Further to that, the committee on Education, Labour and Social Services invited the Board on 28th day of February 2014 and the Chairperson and his crew dutifully responded positively to the invitation. Following the reconstitution of committees as provided for in the standing orders, the committee which was ratified on 28th day of February 2014, the committee on Labour and Social Services was constituted. The committee requested the Board to supply the committee with some information on;

- i. All the advertisement made for various job opportunities to then (19th day of March 2014)
- ii. Official correspondence to the County Secretary (now henceforth CS) on appointments
- iii. List of drivers personal to the executives.
- iv. List of County Chief Officers recommended for appointment.
- v. Task force report on ECDE assistant teachers recruitment exercise
- vi. List of additional ward administrators.

The CPSB did respond on some issues asked, by way of writing. The forwarded advertisements were non-conclusive and not clear. The original adverts were retained and those forwarded lacked dates. Subsequent photocopies of the same resulted in non-clarity and thus hindering informed decisions on the same. Appended here, as appendix II, are some.

SYNOPSIS OF THE CPSB'S REPORT

The report contains information related to;

Appointments

Appointments related to the positions of chief officers, sub county administrators, town administrators, ward administrators and ECDE teaching assistants that were placed on advertisements.

These appointments can be broadly categorized as;

- i. Chief Officers
 - Education
 - Finance
 - Health and Sanitation
 - Social Services and Sports
 - Energy, Housing and Urban Planning
 - Tourism, Trade and Industry
 - Public Works and Transport
 - Environment, Water and natural resources
 - Economic Development and Marketing
 - Agriculture and Fisheries
- ii. Sub-County Administrators
- iii. Town Administrators
- iv. Ward Administrators
- v. ECDE teaching assistants
- vi. Personnel picked by the Executive
- vii. Health and sanitation staff

Mr. speaker sir, as a precursor of the committee's recommendation, allow me to refer to you the powers of the CPSB to establish and abolish offices, and I wish to quote verbatim, **section 62 (2)** of CGA "*if the board intends to establish or abolish an office it shall submit its proposal to the county assembly for approval through the county executive member responsible for the county public service.*"

Speaker sir and the honorable members, you will attest to the fact that there has not been such proposal for the establishment of offices by the CPSB that has been debated and approved by this honorable house. Aware of this hard truth, and in spite of the mandatory act, kindly sir, allow me to give you the analysis of the report in detail.

ANALYSIS OF THE CPSB'S REPORT

The table below is a brief analysis of the appointments made as of period 31st December 2013.

APPOINTMENTS

POSITIONS	NO. OF APPLICANTS	TABLE NUMBER (ref CPSB)	NO. OF CANDIDATES SHORLISTED	ANNEXES (ref CPSB)
EDUCATION	85	1	13	1 (a)
FINANCE	30	2	5	1 (b)
HEALTH & SANITATION	30	3	8	1 (c)
SOCIAL SERVICES & SPORTS	41	4	7	1 (d)
ENERGY HOUSING & URBAN PLANNING	17	5	6	1 (e)
TOURISM TRADE & INDUSTRY	29	6	10	1 (f)
PUBLIC WORKS & TRANSPORT	7	7	2	1 (g)
ENVIRONMENT WATER & NAT. RES.	30	8	9	1 (h)
ECONOMIC DEV. & MARKETING	44	9	12	1 (i)
AGRICULTURE & FISHERIES	34	10	13	1 (j)
SUB COUNTY ADMINISTRATORS	219	11	-	Attached to table
WARD	644	12	-	C (i)

ADMINISTRATORS				
TOWN ADMINISTRATORS	83	13	-	Attached to table
SUITABILITY INTERVIEWS	-	14	-	-
ECDE	-	-	800	Table 15
HEALTH & SANITATION	-	-	384+91	Table 16

In view of this list, a table of analysis is hereby drawn capturing different data in brief.

TABLE A: APPOINTMENT/NOMINATION OF CHIEF OFFICERS.

(Reference can be made to CPSB's report table 1-10 and its annexes, 1a-1j.)

SUB-COUNTY	NO. NOMINATED	GENDER
BOMET CENTRAL	2	M,M
CHEPALUNGU	2	F,M
SOTIK	1	M
KONON	1	M
BOMET EAST	1	M
KERICHO	1	M
NAROK	1	M

NDARAWETTA	1	1	2
MUTARAKWA	4	-	4
TOTAL	36	9	45

PREQUALIFIED CANDIDATES

(ANNEX 1 (a) CPSB's Report)

Of the prequalified, this is how the representation was. The prequalified ones were thirteen (13)

SUBCOUNTY	WARD	NUMBER PREQUALIFIED	GENDER
BOMET CENTRAL	NDARAWETTA	2	M
	*TARAKWA		M
BOMET EAST	CHEMANER	2	M
	LONGISA		M
CHEPALUNGU	NYANGORES	2	M
	*****		M
KONON	*****	1	M
SOTIK	*****	1	F
OTHERS	*****	5	4M, 1F

The recommended candidate was Dr. Hillary Barchok from Bomet East.

ISSUES RAISED BY THE COMMITTEE

That in the cpsb' TABLED I REPORT;

Candidate(s) number 66,67 and 68 is missing with no explanations given. This can be easily deduced from the above list that residence from quite a number of wards were not interested. The reason that can be logical is that ~~the~~ either the set standard qualifications were too high or maybe the advertisement were not placed on widely circulated papers contrary to **section 66** of the CGA.

TABLE II: CHIEF OFFICER FINANCE

(Reference can be made to CPSB's report table 2 and its annex, 1b.)

The total applicants were thirty. Those indicated to be from Bomet were only eight (8); two women and six men. Below is a summary table.

WARD	NUMBER OF APPLICANTS	GENDER
NDANAI	1	F
KAPLETUNDO	1	M
EMBOMOS	2	M
LONGISA	2	M
MUTARAKWA	1	F
MERIGI	1	M
OTHERS	22	15M, 7F
TOTAL	30	*****

PREQUALIFIED CANDIDATES

SUBCOUNTY	WARD	NUMBER PREQUALIFIED	GENDER
KONAIN	EMBOMOS	2	M
BOMET CENTRAL	SILIBWET	1	M
OTHERS	*****	2	1M, 1F
TOTAL	*****	5	*****

Recommended candidate for appointment; Mr. Robert Korir from Konoin Sub-County.

ISSUES RAISED

- That Esther Chepkorir Rono had the highest qualification, however, she did not become successful.

- That the process of prequalification was a sign of presage because it seemed that it was not fairly done.
- One omission, which was suppose to be prerequisite, was the detail of the PWD

TABLE III: CHIEF OFFICER HEALTH AND SANITATION

(Reference can be made to CPSB's report table 3 and its annex, 1c,)

WARD	NUMBER OF APPLICANTS	GENDER
SOTIK	1	F
NDANAI	1	F
KAPLETUNDO	1	M
KIMULOT	1	F
BOITO	2	1M, 1F
SIGOR	1	F
NYONGORES	1	M
*LELAITICH	1	F
KONGASIS	1	M
KEMBU	2	1M,1F
CHEMANER	1	F
MUTARAKWA	2	M
SIONGIROI	1	F
SILIBWET	1	F
NDARAWETTA	1	M
OTHERS	12	9M, 3F
TOTAL	30	*****

PREQUALIFIED CANDIDATES

WARD	NUMBER PREQUALIFIED	GENDER
SIONGIROI	1	F
MUTARAKWA	1	M
CHEMANER	1	F
SIGOR	1	F
*** (KONON)	1	F
KAPLETUNDO	1	M
SOTIK	1	F
OTHERS	1	M
TOTAL	8	***

Recommended candidate for appointment ; Ms Josphine Chepkorir Mutai from Chepalungu Sub-County.

ISSUES RAISED

- Siongiroi is indicated as a ward in Bomet Central
- It was the concern of the members why the successful candidate was picked yet among the prequalified, was one who had Ph.D in public Health.
- Another serious issue raised was one candidate whose details were not captured in the list of applicants. This meant the candidate did not apply, however, the name of that candidate, Stephen kiplangat Koskey was among the prequalified. This is a serious practice. Proper investigation to establish as to whether or not indeed the candidate, Stephen Kiplangat Koskey, applied.
- Chebet Terer was also not prequalified despite meeting all the required qualifications, i.e having masters in Public Health yet the qualified candidate had degree in Nursing. This is a clear indication that the process was flawed and violation of law is evident.

KAPLETUNDO	2	1M, 1F
OTHERS	1	M

Recommended for appointment; Mr. Soi Gilbert from Bomet Central

TABLE V: CHIEF OFFICER ENERGY, HOUSING AND URBAN PLANNING

(Reference can be made to CPSB's report table 5 and its annex, 1e.)

WARD	NUMBER OF APPLICANTS	GENDER
SILIBWET	2	M
MOGOGOSIEK	2	M
SIONGIROI	1	M
SIGOR	1	M
NYANGORES	2	M
CHEMANER	1	M
OTHERS	8	M
TOTAL	17	***

PREQUALIFIED CANDIDATES

WARD	NUMBER PREQUALIFIED	GENDER
CHEMANER	1	M
OTHERS	5	M
TOTAL	6	M

Recommended for appointment; Robert K. Rutoh from Kericho County

PREQUALIFIED CANDIDATES

WARD	NUMBER PREQUALIFIED	GENDER
CHEBUNYO	1	M
KONGASIS	2	M
EMBOMOS	1	M
*KOIWA	1	M
MUTARAKWA	1	M
OTHERS	4	M
TOTAL	10	M

Recommended candidate for appointment; Koinet ole Lemei from Narok County

TABLE VII: CHIEF OFFICER PUBLIC WORKS & TRANSPORT

(Reference can be made to CPSB's report table 7 and its annex, 1g.)

WARD	NUMBER LISTED	GENDER
MOGOGGOSIEK	1	F
SIGOR	1	M
KONGASIS	1	M
MERIGI	1	M
LONGISA	1	M
MUTARAKWA	1	M
OTHERS	1	M
TOTAL	7	***

PREQUALIFIED CANDIDATES

WARD	NUMBER PREQUALIFIED	GENDER
MOGOGOSIEK	1	M
MUTARAKWA	1	M
TOTAL	2	M

None was recommended for appointment

ISSUES RAISED

- No reason as to why there was not any one recommended for appointment however it was notable that the right candidate was not there.
- Basing the issue on **section 62 (4)** of CGA which states that “ *if the CPSB establishes an office and the concern department fails to fill the vacancy for a period of twelve months after its establishments, the office shall stand abolished and the CPSB shall not be required to make a decision to abolish that office.*” The committee members said, in view of this act, and considering that the office of most of the CO(s) have not been established, and aware that the recommended list for these officers was forwarded to the appointing authority, and further aware that the time limit is drawing nigh, the committee foresaw a possible constitutional crisis and as such want to take a corrective measure as early as possible that either the recommended officers be forwarded to the assembly for approval or a motion be brought before the house compelling the appointing authority to submit recommended names to assembly for consideration by the honorable members with the view of approving or otherwise.

TABLE VIII: CHIEF OFFICER ENVIRONMENT, WATER & NATURAL RESOURCE.

(Reference can be made to CPSB's report table8 and its annex, 1h.)

WARD	NUMBER LISTED	GENDER
NDANAI	1	M
KAPLETUNDO	2	M
MOGOGOSIEK	2	1M, 1F
EMBOMOS	2	M
SIONGIROI	3	2M, 1F
NYONGORES	1	M
*LELAITICH	1	M
CHEBUNYO	1	M
LONGISA	1	M
CHEMANER	1	M
SINGORWET	1	M
NDARAWETTA	1	M
MUTARAKWA	2	M
OTHERS	11	9M, 2F
TOTAL	30	*****

PREQUALIFIED CANDIDATES

WARD	NUMBEER PREQUALIFIED	GENDER
NDARAWETTA	1	M
CHEMANER	1	M
SIONGIROI	1	M
*LELAITICH	1	M
CHEBUNYO	1	M
SIONGIROI	1	M
MOGOGOSIEK	2	1M, 1F
NDANAI	1	M
TOTAL	9	***

Candidate recommended for appointment; Simion Korir from Chepalungu Sub-County.

ISSUES RAISED

- That the candidate can be re-designated because is he not suited for that position. Section 65 (1) (b) of CGA stipulates that the qualification of the person ij office or to hold office should be in tandem with the requirements.

TABLE IX: CHEIF OFFICER ECONOMIC DEVELOPMENT & MARKETING

(Reference can be made to CPSB's report table 9 and its annex, 1i.)

WARD	NUMBER LISTED
KAPLETUNDO	2
MOGOGOSIEK	1
EMBOMOS	1
*CHEPTAL	1
CHEPCHABAS	1
BOITO	1
SIONGIROI	1
SINGORWET	2
SIGOR	1
NYONGORES	1
LONGISA	1
SILIBWET	1
NDARAWETTA	2
MUTARAKWA	1
CHESOEN	5
OTHERS	22
TOTAL	44

Speaker sir, despite the many cited setbacks, the committee members were still able to make the following observations as tabulated in this table;

WARD	NUMBER OF APPLICANTS
RONGENA	2
NDANAI	8
MUTARAKWA	6
*MANARET	6
KIPSONOI	6
KAPLETUNDO	12
CHEMAGEL	2
MOGOGOSIEK	7
*KOIWA	1
KIMULOT	3
EMBOMOS	7
*CHEPTALAL	1
CHEPCHABAS	3
BOITO	2
SIONGIROI	12
CHEBUNYO	4
SIGOR	2
NYONGORES	1

*TEGAT	1
LONGISA	4
KEMBU	5
MERIGI	8
CHEMANER	4
SINGORWET	6
SILIBWET	3
CHESOEN	9
NDARAWETTA	7
OTHERS	87
TOTAL	219

The following were the successful candidates;

NAME	GENDER	QUALIFICATION	SUBCOUNTY	WARD
Edna C. Kurgat	F	Masters	Bomet Central	Silibwet
Daniel Jeryot	M	Degree	Bomet East	Kembu
Carazon Chepkoech	F	Degree	Chepalungu	Siongiroi
Geoffrey Tonui	M	Degree	Konoin	Mogogosiek
Erick K. Kirui	M	Degree	Sotik	Ndanai/Abosi

ISSUES RAISED BY THE COMMITTEE

From the table above; it can be deduced that some wards were said to be in existence while the truth of the matter contradicts it. No ward(s) by the name(s) Tegat, Cheptalal, Koiwa and minaret.

The CPSB is mandated by the County Government Act and the constitution to appoint persons in offices. The statement that Submitted to your further necessary action, is a bit confusing.

TABLE C: WARD ADMINISTRATORS

(Reference can be made to table 12 of CPSB's report)

The total number of applicants were six hundred and forty four. The prequalified candidates were two hundred and two (202) which is a representation of 31% of the total applicants. Of the prequalified 202, 140 were males while 82 were females. This can be presented in percentage as 59.4% men and 40.6% women. Out of the prequalified candidates, those who were successful were 20 men and 6 women. **This is gender representation of 76.9% of men as compared to 23.1% of women.**

Speaker sir allow me to make these observation in the following tables

Speaker sir allow me to make these observation in the following tables

WARD	PREQUALIFIED APPLICANTS		TOTAL
	MALES	FEMALES	
SOTIK SUB-COUNTY			
CHEMAGEL	7	3	10
KAPLENTUNDO	4	5	09
KIPSONOI	5	3	08
NDANAI	8	3	11
RONGENA	2	7	09
<i>SUB TOTAL</i>	<i>26</i>	<i>21</i>	<i>47</i>

KONOI SUB-COUNTY			
BOITO	5	4	09
CHEPCHABAS	3	1	04
EMBOMOS	7	4	11
KIMULOT	3	2	05
MOGOGOSIEK	7	3	10
<i>SUB TOTAL</i>	25	14	39
CHEPALUNGU SUB-COUNTY			
CHEBUNYO	6	1	07
NYANGORES	2	0	02
SIGOR	6	2	08
SIONGIROI	10	1	11
KONGASIS	0	0	00
<i>SUB TOTAL</i>	24	4	28
BOMET EAST SUB-COUNTY			
CHEMANER	9	0	09
KEMBU	8	2	10
KIPRERES	4	1	05
LONGISA	9	2	11
MERIGI	5	2	07
<i>SUB TOTALS</i>	35	7	42

the total applicants were nine (9). Interestingly enough is that Eric Chepkwony purported to be from Chepchabas was not prequalified neither did he apply yet he is the successful candidate from that ward. This is another issue that I would wish this honorable house to gauge the CPSB and its shoddy work.

Speaker sir, again is the issue of **Kimulot ward**, the successful candidate is called Geoffrey Kipng'etich Bett, identity card number 22713976. Kimulot ward had a total of ten applicants and the prequalified were five. It is worth to note that of those left in the prequalification exercise were equally qualified and it beats logic why few were prequalified.

Speaker sir, this committee on Labour and Public Services invited the Chairperson of the CPSB on numerous occasions; the CPSB was categorical that the number of ward administrators appointed were **twenty six**, one from each ward and one extra to coordinate functions in the headquarters. The extra ward administrator in itself is the establishment of a new office, which the CPSB, was suppose to submit the proposal to the Assembly for approval as required by law, **section 62 (2)** of the CGA. The chairperson, however, said that he was not aware where the twenty sixth ward administrator was from which ward. It is now clear that the chair of the CPSB was lying to the committee because the records clearly indicates that the twenty sixth candidate is from Ndanai ward. Paul Kipkurui Langat is not from Kongasis but rather from Chebunyo (make reference to the table appointed ward administrators). Lying before the committee is an offense in itself. It is also clear that **Eric Chepkwony**, the purported ward administrator from Chepchabas did not apply and thus beats logic how he was appointed. The same case befalls Geoffrey Kipng'etich Bett.

CHEPALUNGU	KONGASIS	Paul K. Langat	M	20% Female & 80% Male
	NYANGORES	Joseah K. Bett	M	
	SIGOR	Kirui K. Jeremies	M	
	CHEBUNYO	Anne Chepkemoi	F	
	SIONGIROI	Joseph K. Ngeno	M	
BOMET EAST	MERIGI	Michael K. Cheruiyot	M	0% Female & 100% Male
	KEMBU	Robert K. Rotich	M	
	LONGISA	Linus K. Chepkwony	M	
	KIPRERES	Kipkemai T. Chepkelat	M	
	CHEMANER	Elijah K. Chelule	M	
BOMET CENTRAL	SILIBWET	Paul K. Rotich	M	0% Female & 100% Male
	NDARAWETT A	Eric K. Langat	M	
	SINGORWET	Richard K. Maritime	M	
	CHESOEN	Vincent K. Langat	M	
	MUTARAKW A	Philemon Byegon	M	
KONON	CHEPCHABA S	Eric Chepkwony	M	20% Female & 80% Male
	KIMULOT	Geoffrey K. Bett	M	
	MOGOGOSIE K	Wesley K. Chirchir	M	
	BOITO	Joyce C. Ngetich	F	
	EMBOMOS	Wesley Ngetich	M	

Despite of the above anomalies, candidate number 415 in table 12 was omitted completely and thus not informative analysis could be drawn from it.

Among the non-prequalified candidate were applicant of up to master's level of education and quite a number in first-degree level. It was therefore hard to establish why some of similar

qualifications were prequalified while others were not. **This calls for further audit to establish the motive behind.**

TABLE D: TOWN ADMINISTRATORS

(Reference can be made to table 13 of CPSB's report)

BACKGROUND INFORMATION

There were a total of eighty-three (83) applicants; 56 males and 27 females, which translated to 67.5% male applicants and 32.5% female applicants. In the listed candidates, the highest qualifications were master's degree.

Speaker sir, quite conspicuously absent was the list of prequalified candidates (Shortlisted candidates). According to the CPSB tabled report, two officers were appointed as administrators for Bomet and Sotik town as follows;

NAMES OF SUCCESSFUL CANDIDATES	GE NDE R	WARD OF RESIDE NCE	WORKIN G STATIO N (SUB- COUNTY)	QUALIFI CATION
DONALD KIPKEMOI KOECH	M	EMBOM OS	BOMET	DEGREE

REGINA CHEBET BOR	F	KIPSON OI	SOTIK	DEGREE
----------------------	---	--------------	-------	--------

INFERENCES MADE BY THE COMMITTEE

It was noted, as earlier stated, that from the CPSB report that the table of short listed/prequalified candidates were not provided. It was not clear whether that was done intentionally or it was an oversight, however, the following conclusions were arrived at;

- **That the process was not transparent because merit was overlooked.** This is because the highest applicants had Masters in relevant field yet they failed to be appointed. (and it was not clear whether or not, they were shortlisted for the interview.) The cited examples are; candidates number 20, 28, 44, 70, 83 (MBA strategic mngt), 48, 71 (Masters in Public Admin), 68 (MBA project mngt), 66 (MBA accounting), 50 (MBA HR), 49 (MBA Entrepreneurs), 46 (Masters, Business mngt), and others. One of the successful candidate had degree in Bachelor of Arts Accounting, APTC Paramilitary and 14 years experience from Konoin Embomos. (candidate number 18 in table 13.)

- The committee members while making their remarks made references to **section 65 (2)** of the CGA, which says *"in determining whether an appointment promotion or re-designation has been undertaken in a fair and transparent manner, the overriding factors shall be merit, fair competition, and representation of the diversity of the County."*

Speaker sir, we as the committee on Labour and Social Service, hereby submit that the contents of table 13 of the CPSB tabled report and its subsequent annex lacked fair competition, transparency, and above all merit was not considered. All these compromised the exercise and called for question.

Honorable speaker sir, further to the aforementioned, and considering **article 10, 27(4), 56(c) and 232(1)** of the constitution, and oblivious of the inherent consequences therein, it is apparent that the whole exercise was staged managed and pleading not guilty is least expected.

TABLE E: PERSONNEL RECRUITED BY THE EXECUTIVES (SUITABILITY INTERVIEWS)

(Reference can be made to table 14 in the CPSB's report)

These are the staff, whom majority were picked by the executives. The CPSB has since suited them for the positions they were occupying.

i. BOMET CENTRAL SUB-COUNTY

NUMBER OF FEMALE(S)	NUMBER OF MALE(S)	PWD	TOTAL
------------------------	----------------------	-----	-------

1. <u>SINGORWET WARD</u>			
1	1	0	2
2. <u>SILIBWET WARD</u>			
2	5	0	7
3. <u>CHESOEN WARD</u>			
2	4	0	6
4. <u>NDARAWETTA WARD</u>			
0	0	0	0
5. <u>MUTARAKWA WARD</u>			
0	0	0	0

TOTAL
5F+10M=15

ii. BOMET EAST SUB-COUNTY

NUMBER OF FEMALE(S)	NUMBER OF MALE(S)	PWD	TOTAL
1. <u>MERIGI WARD</u>			
3	1	-	4
2. <u>LONGISA WARD</u>			
1	2	-	3
3. <u>KIPRERES WARD</u>			
0	3	-	3

4. <u>KEMBU WARD</u>			
0	1	-	1
5. <u>CHEMANER WARD</u>			
0	2	-	2

TOTAL

4F+9M=13

iii. CHEPALUNGU SUB-COUNTY

NUMBER OF FEMALE(S)	NUMBER OF MALE(S)	PWD	TOTAL
1. <u>CHEBUNYO WARD</u>			
1	2	-	3
2. <u>SIONGIROI WARD</u>			
0	4	-	4
3. <u>SIGOR WARD</u>			
1	3	-	4
4. <u>NYANGORES WARD</u>			
1	1	-	2
5. <u>KONGASIS WARD</u>			
1	7	-	8

TOTAL

4F+17M=21

iv. KONOIN SUB-COUNTY

NUMBER OF FEMALE(S)	NUMBER OF MALE(S)	PWD	TOTAL
1. <u>MOGOGSIEK WARD</u>			
1	0	-	1
2. <u>KIMULOT WARD</u>			
1	0	-	1
3. <u>EMBOMOS WARD</u>			
0	1	-	1
4. <u>BOITO WARD</u>			
0	1	-	1
5. <u>CHEPCHABAS WARD</u>			
0	0	-	0

TOTAL

2F+2M=4

v. SOTIK SUB-COUNTY

NUMBER OF FEMALE(S)	NUMBER OF MALE(S)	PWD	TOTAL
1. <u>RONGENA WARD</u>			
1	3	-	4
2. <u>NDANAI WARD</u>			

0	3	-	3
3. <u>KIPSONOI WARD</u>			
3	4	-	7
4. <u>KAPLETUNDO WARD</u>			
0	1	-	1
5. <u>CHEMAGEL WARD</u>			
4	2	-	6

TOTAL

8F+13M=21

vi. OTHER COUNTIES

NUMBER OF FEMALE(S)	NUMBER OF MALE(S)	PWD	COUNTY	TOTAL
0	2	-	KERICHO COUNTY	2
1	0	-	NANDI COUNTY	1
0	1	-	UASHIN GISHU COUNTY	1

TOTAL = 1F+3M=4

SUMMARY TABLE

<u>FEMALES</u>	<u>MALES</u>	<u>TOTAL</u>
<u>24</u>	<u>55</u>	<u>79</u>

GENERAL OBSERVATIONS/ISSES RAISED

There were serious violations of the law. *It was observed that the executives usurp the powers of the CPSB* and when the board was instituted, confirmed the officers working in those offices. Several scenarios could have happened here viz;

- The executives bringing on board relatives, friends or neighbours thus creating nepotism of the highest order
- There could have been corruption which might have played in place so as to appoint these officers and subsequent confirmation by the CPSB
- There was no same level ground and there was a breach of merit and competitiveness
- No persons is indicated as person with disability
- Uneven distribution of these employees were widely practiced thus creating marginalization of some wards. This is so considering that some wards have no employees appointed by the executives i.e. no person from Ndarawetta ward, Chepchabas ward and Mutarakwa ward..
- It was also noted that in Bomet Central Sub-County, majority of the employees were from Silibwet ward, Bomet East Sub-County, majority are from Merigi ward while Kembu ward has only one employee. In Chepalungu Sub-County, majority are from Kongasis ward and only two are from Nyangores ward while in Konoin Sub-County the entire ward had only four employees, and none came from Chepchabas ward while the other ward only had one employee each. In Sotik Sub-County majority are from Kipsonoi ward while Kapletundo ward had only one employee.

TABLE F: APPOINTMENTS OF ECDE TEACHING ASSISTANTS

(Reference can be made to table 15 of CPSB's report)

The following table is a report summary per Sub-County

SUB-COUNTY	NUMBER RECRUITED
BOMET CENTRAL	159
SOTIK	161
KONON	160
BOMET EAST	147
CHEPALUNGU	173
TOTAL	800

i. The analysis of the Sub-County of Bomet East

WARD	NUMBER SUCCESSFUL CANDIDATES			TOTAL	GENDER PERCENTAGE (%)
	MALE	FEMALE	PWD		
MERIGI	4	28	(0)	32	87.5% (F)
KEMBU	11	28	(0)	39	71.8% (F)
LONGISA	2	25	(0)	27	92.6% (F)
KIPRERES	1	24	(2)	25	96% (F)
CHEMANER	1	22	(2)	23	95.7% (F)
OTHERS	0	1	(0)	1	100% (F)
TOTAL	19	128	(4)	147	87.1% (F)

ii. The analysis of the Sub-County of Chepalungu

WARD	NUMBER OF	TOTAL	GENDER
------	-----------	-------	--------

	SUCCESSFUL CANDIDATES				PERCENTAGE (%)
	MALE	FEMALE	PWD		
SIGOR	0	34	(1)	34	100% (F)
NYANGORES	1	41	(1)	42	97.6% (F)
KONGASIS	1	30	(0)	31	97.8% (F)
CHEBUNYO	5	29	(0)	34	85.3% (F)
SIONGIROI	3	29	(1)	32	90.6% (F)
TOTAL	10	163	(3)	173	94.2% (F)

iii. The analysis of the Sub-County of Sotik.

WARD	NUMBER OF SUCCESSFUL CANDIDATES			TOTAL	GENDER PERCENTAGE (%)
	MALE	FEMALE	PWD		
CHEMAGEL	0	28	-	28	100% (F)
MANARET	0	2	-	2	100% (F)
RONGENA	0	20	-	20	100% (F)
NDANAI	3	40	-	43	93% (F)
KIPSONOI	2	28	-	30	93.3% (F)
KAPLETUNDO	3	31	-	34	91.2% (F)
SOTIK	0	2	-	2	100% (F)
OTHERS	0	2	-	2	100 % (F)
TOTAL	8	153	-	161	95% (F)

iv. **The analysis of Sub County of Bomet Central.**

WARD	NUMBER OF SUCCESSFUL CANDIDATES			TOTAL	GENDER PERCENTAGE (%)
	MALE	FEMALE	PWD		
NDARAWETTA	7	28	-	35	80% (F)
SILIBWET	1	36	-	37	97.3% (F)
CHESOEN	3	33	-	36	91.7% (F)
MUTARAKWA	1	24	-	25	96% (F)
SINGORWET	3	17	-	20	85% (F)
KIPSONOI	2	1	-	3	66.6% (M)
OTHERS	0	3	-	3	100% (F)
TOTAL	17	142	-	159	89.3% (F)

v. **The analysis of Sub-County of Konoin**

WARD	NUMBER OF SUCCESSFUL CANDIDATES			TOTAL	GENDER PERCENTAGE (%)
	MALE	FEMALE	PWD		
CHEPCHABAS	0	20	-	20	100% (F)
KIMULOT	4	25	(1)	29	86.2% (F)
BOITO	1	35	-	36	97.2 % (F)
EMBOMOS	5	31	-	36	86.1% (F)
MOGOGOSIEK	4	35	-	39	89.7% (F)
TOTAL	14	146	(1)	160	91.3% (F)

Percentage of males in Bomet East is 12.9% of the successful candidates

Percentage of female in Bomet East is 87.1% of the total successful candidates

Percentage of PWD is 2.7% of the total successful candidates

ANOMALIES NOTED

There was intentional disarrangement of the list to cause confusion. Of special note is the way the CPSB could not arrange the successful candidates in a rather logical manner. This could easily be inferred to mean that something fishy was on and thus call for personnel audit. The following, but not limited, are highlighted examples;

The presented list was arranged in sub-county but not schools. i.e. candidates picked for same school were separated to conspicuously hide the unknown intention.

Consider Bomet East Sub-County's analysis table, the following observations can be drawn;

- Candidate number 41,42, 46, etc34,35, inserted in the otherwise flow list of successful candidates from Kembu Ward.
- Candidate number 28, 37, 84, 110, 119, 122, 140,141, 143-145, were all characteristically same; they all missed their academic/professional qualifications, KCSE or KCPE certificates, Sub-county they come from, the ward they come from, and their mobile phone numbers but did contain the name of school. All this suggest that *either the candidates didn't appear for the interview and their names were simply inserted or otherwise*. It was hard for the committee to ascertain whether they indeed qualified. **This again call for audit to ascertain the true position.**
- Some candidates are shown to be teaching in same schools. As this can be practically true, the manner at which they are presented calls for further interrogation. The way candidates number 85 and 86 could have been followed however this was not the case. Highlighted examples are candidate 140 paired with 62,
- Names of the duty station were also question. Altering a letter makes that station a different one and thus occasioning creation of ghost schools. i.e. Murwongo and Murwango (candidate

59 and 60) This could easily imply that some ECDE assistant are in the County payroll yet not teaching anywhere.

TABLE G: HEALTH WORKERS

DUTY STATION	NUMBER
LONGISA DISTRICT HOSPITAL	76
BOMET HEALTH CENTRE	43
SOTIK HEALTH CENTRE	33
SIONGIROI	28
MOGOSIEK DISPENSARY	24
SIGOR SUB DISTRICT HOSPITAL	16
KOIWA HEALTH CENTRE	13
CHEPTALAL HEALTH CENTRE	11
KAPKOROS HEALTH CENTRE	10
SILIBWET	9
NDANAI HEALTH CENTRE	8
OLBUTYO HEALTH CENTRE	8
KIPSONOI HEALTH CENTRE	7
KIMULOT	7
SIOMO DISPENSARY	5
CHEPCHABAS DISPENSARY	5
KIPSUTER/KAPISIMBA DISPENSARY	5
KAPLETUNDO DISPENSARY	4

CHESOEN DISPENSARY	4
IRWAGA HEALTH CENTRE	4
TARAKWA DISPENSARY	4
TEGAT HEALTH CENTRE	4
CHEBUNYO DISPENSARY	4
KAPKESOSIO DISPENSARY	4
CHEBANGANG HEALTH CENTRE	4
CHEBOYO DISPENSARY	3
KIPTULWA DISPENSARY	3
KITOBEN DISPENSARY	3
MERIGI DISPENSARY	3
OLOKYIN HEALTH CENTRE	3
MOTIRET DISPENSARY	3
BOITO DISPENSARY	3
LUGUMEK DISPENSARY	3
MAKIMENY	3
CHEPWOSTUIYET DISPENSARY	2
KENYAGORO DIPSENSARY	2
KEMBU DISPENSARY	2
ITEMBE DISPENSARY	2
SOIMET DISPENSARY	2
CHEBILAT DISPENSARY	2
GELEGELE DISPENSARY	2

CHEBIRBELEK DISPENSARY	2
CHEMALAL DISPENSARY	2
DISTRICT MOH OFFICE CHEPALUNGU	2
KAPSIMOTWO DISPENSARY	2
KIMUNJUL DISPENSARY	2
KIPLELJI DISPENSARY	2
KATARET DISPENSARY	2
KAMONGIL DISPENSARY	2
SIMBI DISPENSARY	2
KAPKIMOLWO DISPENSARY	2
KAPTEMBWO DISPENSARY	2
CHELELACH DISPENSARY	2
SUGUMERGA DISPENSARY	2
KAPTEBENGWO DISPENSARY	2
NDARAWETTA DISPENSARY	2
MULOT DISPENSARY	1
KIPSINENDET DISPENSARY	1
SATIET DISPENSARY	1
KIPLABOTWA	1
DMOH OFFICE KONOIN	1
SACHORAN DISPENSARY	1
SINGORWET	1
OLDEBESI DISPENSARY	1

KIPTENDEN DISPENSARY	1
CHEBILAT DISPENSARY	1
CHEPALUNGU (MOH)	1
SOLIOT DISPENSARY	1
KAPSET DISPENSARY	1
KIMOLWET DISPENSARY	1
RONGENA DISPENSARY	1
BELGUT DISPENSARY	1
SEGUTIET DISPENSARY	1
KIPTENDEN DISPENSARY	1
KENYAGIRO DISPENSARY	1
NYONGORES	1
RONGENA DISPENSARY	1
CHEBANGO DISPENSARY	1
KAPKURES HEALTH CENTRE	1
ITARE DISPENSARY	1
MENET DISPENSARY	1
EMBOMOS DISPENSARY	1
CHEMANER DISPENSARY	1
MOGONJET DISPENSARY	1
CHEBANGO DISPENSARY	1
SARUCHAT DISPENSARY	1
TUMOI DISPENSARY	1

KAPKELEI DISPENSARY	1
KAPLONG MISSION HOSPITAL	1
KAPTIEN DISPENSARY	1
CHEPTANGULGEI DISPENSARY	1
KIPYOSIT DISPENSARY	1
KANUSIN DISPENSARY	1
KAPOLESEROI	1
KIROMWOK DISPENSARY	1
MUGANGO	1
TENWEK HOSPITAL	1
NDAMICHONIK DISPENSARY	1
RONGENA DISPENSARY	1
CHEBANGAA HEALTH CARE	1
TOTAL	456

ISSUES RAISED

There was a lot of confusion realized from the table viz

- The staffing of the health officers is not uniform.
- The table did not indicate persons with disabilities
- It was also hard to establish the gender of the employees because the column for the same was not created
- In the column of duty station, Kimulot Health officer is written, it was not easy to establish whether that is the name of the station or the lexical meaning of the word is to be taken (ref no. 5) more examples are; Bomet Central, Transferee.
- Two employees were indicated as in Tenweek Mission hospital and kaplong Mission hospital. The big question is whether as they work in those stations, are they drawing salaries from the County government and still those private hospitals?

- some names were very confusing, whether topographical errors or intentions intended, the same should be avoided in the strongest terms and diligent work is expected. (Ref Mogogosik, kapisimba/kabisimba,)
- the duty stations given were confusing; i.e. Sigor sub-district hospital, Sigor, Sigor dispensary, Sigor health centre, Sigor district hospital – it was not easy establishing those whether one station or different duty stations)

The committee held several fora with the chairperson of the County Public Service Board as attested by the minutes appended here. Culminating out of the communication with the chairperson of the CPSB and also the County Secretary (CS), the following issues were raised. On 31st of March 2014, the CS was invited to the assembly precincts. The CS said that the appointing authority of Chief Officers (COs) has not given him the authority to submit the names of those recommended by the CPSB. Attached herewith are the minutes of that day.

DRIVERS FOR THE EXECUTIVES

There were contradicting statements

SERIAL NO.	LIST OF DRIVERS AS PER CPSB	LIST F DRIVERS AS PER CS
1.	Cosmas Cheruiyot	Cosmas Cheruiyot
2.	Josphat Langat	Josphat Langat
3.	Elphas Barno	Elphas Barno
4.	Richard Chepkwony	Richard Chepkwony
5.	Gideon Kerich	Gideon Kerich
6.	Festus K. Kirui	Festus Kirui
7.	Stephen Maridany	Stephen Maridany
8.	Wesley Rono	Wesley Rono
9.	John Mutai	John Mutai
10.	Eric Bett	Eric Bett

11.	Collins Tonui	*****
12.	Charles Maridany	*****
13.	Julius Kotut	*****
14.	Abraham Towett	*****
15.	Bernard Korir	*****
16.	Stephen Sang	*****
17.	*****	Simion Koech
18.	*****	Benard Bett
19.	*****	Benjamin Maritim

ISSUES NOTED

- In the list of the CS's the following names were found to be missing basing on the CPSB's list

i. Julius K. Kotut

ii. Abraham Tonui

iii. Charles Maridany

- In the list of CPSB's list these names were found to be missing on the CS's list

i. Simion Koech

ii. Bernard Bett

iii. Benjamin Maritim

COMMITTEE'S CONCLUSION

Upon the conclusion of the hearing and subsequent deliberation by members of the committee, the committee crystallized the findings into the following four broad categories regarding the execution of the County Public Service Board (CPSB) that;

1. There were serious inadequacies in the manner in which the CPSB run its affairs.
2. The report submitted to the Assembly on 29th January 2014 was wanting in many respects.
3. There were serious irregularities on how vacancies and acting appointments within the county public service were filled.
4. There was gross misconduct and incompetence by the members of CPSB in the performance of their constitutional and statutory roles.

The above findings are elaborated as follows:-

1. SERIOUS INADEQUACIES IN THE MANNER THE CPSB RUN ITS AFFAIRS

The CPSB is established as an independent constitutional body within county government in **section 57** of the CGA. In performing its obligations it is guided by **section 55** of the CGA.

Its functions are set out in **section 59** of the CGA and include,

- (a) *establish and abolish offices in the county public service;*
- (b) *appoint persons to hold or act in offices of the county public service including in the Boards of cities and urban areas within the county and to confirm appointments;*

- (d) prepare regular reports for submission to the county assembly on the execution of the functions of the Board;*
- (e) promote in the county public service the values and principles referred to in Articles 10 and 232;*
- (f) evaluate and report to the county assembly on the extent to which the values and principles referred to in Articles 10 and 232 are complied with in the county public service;*

The committee came to the findings that the CPSB failed to uphold its obligations under **section 59** of the CGA.

The committee found that in its function to establish offices in the county public service, the CPSB **un-procedurally established the offices of administrators**, whose mandate was clear and the office of a **coordinator of ward administrators** which is not provided under **section 51** of the CGA which establishes offices of ward administrators.

The CS revealed to the committee that there were extra fifteen administrators appointed from those who had failed to secure the position of ward administrators

The CPSB failed to discharge their obligations **to competitively and transparently fill vacancies** as required by **section 60 (1) (c)** which states “*upon the establishment of the office, the office that shall be vacant to be filled competitively and transparently in accordance with the prescribed appointment or promotion procedures*”

This is evidenced by the recruitment of the drivers and the regularization of the personnel that had been recruited by the executives.

On the perusal of the provisions of **section 59 (1)** and read with **section 62 (2)** of the CGA the committee thus came to the determination that the establishment of the **office were unlawful** as **no such offices had been approved by the Assembly as required by law nor were they created by any statute.**

The committee also noted with grave concern that certain persons had been appointed to act in offices of Chief Officers. As far as the committee is aware, the County Assembly, which is the organ mandated to approve the appointments of chief officers, as to the date of writing of this report, only approved two persons to be appointed as chief officers. However, what is most disturbing is that the committee came upon a document officially submitted on 28th Feb 2014 and tabled at the assembly called Medium Term County Fiscal Strategy Paper from the County Treasury. The document was signed by one Rose Kositany purporting to be the chief finance officer. It can be confirmed through the Hansard that no such individual has been vetted and approved to act in that office by the Assembly.

It is clear in law under **section 45** of CGA that it is the function of CPSB to competitively source and recommend to the Governor persons to be nominated as chief officers

As per the CPSB's report laid before the assembly and as indicated in table II titled Chief Officer Finance the person recommended had not been nominated. Given that the document was titled 'Medium Term County Fiscal Strategy Paper' submitted to the Clerk of the Assembly on 28th Feb. 2014 and was signed by Ms. Rose Kositany as Chief Finance Officer it can only be reasonably concluded that she was serving in that office on acting capacity.

Section 59 (1) (b) gives the CPSB the power to appoint persons to act in the offices of the County Public Service. In case of a Chief Officer **section 64 (2)** of the CGA must be considered as it requires acting appointments to be made only by the lawful appointing authority.

At a glance and by virtue of **section 45 (b)** it is the Governor to make the acting appointment. Nonetheless, given the fact that the CPSB has an integral part in the appointments of Chief Officers in **section 45 (b)** and that they have overall management of the county public service then they should at least have knowledge on any acting appointments.

It is common that various other officers are purporting to act as CO(s) within the county. The committee is therefore of the view that CPSB **failed in their mandate to oversee the appointments of persons to act in offices of the county public service by letting the situation of officers to act in offices without authorization, go on unabated.**

The committee was on the view that CPSB **failed to observe its duty to promote in county public service the values and principles** elucidated in **articles 10 and 232** of the Constitution

Article 10 provides for the national values and principles of the constitution which includes in **article 10 (2) (c)** *good governance, integrity, transparency and accountability.*

The committee notes with particular apprehension that *some appointments were made in or through backroom.* An example is the revelation by the CS that they had “agreed” with the CPSB to appoint extra administrators from the list of unsuccessful ward administrators and

the agreement to regularize the appointment of drivers. **The committees are of the view that such developments need to be quickly checked.**

2. THAT THE REPORT WAS WANTING

Section 59 (d) requires the CPSB to *prepare regular reports for submissions to the county assembly on the execution of the functions of the Board* **section 59** requires that report under **section 59 (3)** shall *contain the details of persons appointed including gender, persons from the minority communities and persons with disabilities*. Although the CPSB showed the gender distribution in appointments, **it failed to give a number of persons with disabilities and persons from minority community.**

The committee understands that whereas the constitution requires that diversity be considered in the appointments of persons to public offices, certain categories of persons may not apply for offices and thus the diversity may not be possible to achieve. Nevertheless, the committee noted that the CPSB **needed to have submitted the report with details of persons with disability, persons from minority communities who had applied for positions and those that had been shortlisted and those eventually appointed respectfully.** In the absence of such details the committee came to a finding that **the report did not meet the criteria set out in section 59 (5)**

The committee also came to the finding that the CPSB's **report was inadequate pertaining to the establishment of offices within the county public service.** As elaborated in this report

the committee made a finding that **some offices were created un-procedurally**. These are the offices of the extra administrators and the ward coordinator.

The CPSB, to justify the establishment of the office **did not incorporate the written request for establishment of an office** as required under **section 60 (3)** of the CGA. Moreover, a report/minutes for **consideration of the establishment of a public office that took into account the overall workload in the county public service concerned and the suitability of that department** but not any other to be the domicile of the public office established as required by **section 60 (4)** which was **not incorporated** in the CPSB's report.

The committee was therefore of the view that **the report did not meet the requirements of the law** as **the section 59 (1) (d)** of the CGA which *requires that report be submitted to Assembly be focused on the execution of the function of the Board*. This inevitably includes the function of the Board *to establish offices in the County Public Service*.

Furthermore, *in its function to evaluate and report to the County Assembly on the extent to which the values and principles of the constitution have been complied with in the County Public Service* as in **section 59 (1) (f)**, the report **should have included all the steps taken and decisions made by the board as per section 59(5) of CGA**. The report was also required **to include specific decisions on particulars of persons or public bodies that have violated the values and principles, including action taken or recommended against them**.

As was evident from the hearing, the CPSB **had knowledge of certain acts that were not in line with the values and principles enshrined in the constitution**. The committee therefore

finds that **there was absence of any mention of steps taken and decisions on particulars of persons or public body that have violated the values and principles including action taken or recommends against them.** Even if the CPSB had difficulty in taking actions against certain persons or public body, **it could have include it under the impediments in the promotion of values and principles** as provided for under **section 59 (5) (e)**

The committee therefore concluded that the contents of the report of the CPSB **did not meet all the requirements set out by the law.**

3. IRREGULARITIES ON APPOINTMENTS

The committee found TABLE E of CPSB's report titled PERSONNEL RECRUITED BY THE EXECUTIVES (SUITABILITY INTERVIEWS) a clear testament of a **serious abdication of the CPSB's functions under law.** The CPSB is established to independently oversee the county service and it has the function of appointing persons to office.

The committee **endorsed appointments made by the executives without following the legal requirements on section 65 (f) of the CGA,** which requires that CPSB consider; *"the need for open and transparent recruitment of public servants"*

The functions of the County Public Service Board shall be, on behalf of the county government, to—

(a) *establish and abolish offices in the county public service;*

- (b) appoint persons to hold or act in offices of the county public service including in the Boards of cities and urban areas within the county and to confirm appointments;*
- (c) exercise disciplinary control over, and remove, persons holding or acting in those offices as provided for under this Part;*
- (d) prepare regular reports for submission to the county assembly on the execution of the functions of the Board;*
- (e) promote in the county public service the values and principles referred to in Articles 10 and 232;*
- (f) evaluate and report to the county assembly on the extent to which the values and principles referred to in Articles 10 and 232 are complied with in the county public service;*
- (g) facilitate the development of coherent, integrated human resource planning and budgeting for personnel emoluments in counties.*

The view of committee is that the CPSB disregarded **section 65** of CGA. The requirement in **section 66** of CGA *that advertisement of position to be widely publicized* **was not met**. **Furthermore, fair competition and representation of diversity was also, as required by law, not taken into account.**

The same unlawful conduct is replicated in the regularization of drivers, the appointment of extra administrators and the appointment of a ward coordinator. In these appointments, the

committee can only reiterate the **total disregard of the law** by members of CPSB who are required to be guided by law.

It is the committee's finding that the CPSB failed to exercise its powers as per **section 75** that provides situations on cases the CPSB has reasons to believe that any process or decision may have occurred in irregular manner. This would have been used in the case of drivers and personnel that were brought on board by the executives

4. GROSS MISCONDUCT AND INCOMPETENCE

Given the **numerous violations of the law in the conduct of its functions**, the committee could only reach the conclusion of **incompetence** by the members of the CPSB

The CGA, which is the law that establishes the CPSB, is quite clear on the functions and obligations of the Board with regard to overseeing the county public service. It is the committee's finding that **the law has no ambiguity** and thus the members of the CPSB could not claim on ambiguity in law. Only two conclusions can therefore be made on account of the finding that the CPSB failed to observe the law in carrying out its mandate.

- 1. The CPSB was aware of the law but deliberately chose to violate the it.**
- 2. The board was not sure of its mandate and the legal framework within which it was to operate and thus were incompetent to be members of the CPSB**

COMMITTEE'S RECOMMENDATION

Based on the above conclusions, the committee has only two recommendations;

That;

1. There was **gross misconduct and abuse of office** by the members of the County Public Service Board. The violation of the law by the Board raises serious questions on the suitability of the members of the County Public Service Board. Findings of the committee on the contravened laws **constitute grounds for the removal of the members of the Board from office.** Collective responsibility particularly lies on the **chairperson** and the **secretary** of the County Public Service Board.
2. The office of the **County Secretary** be forewarned to uphold the common office practices of documenting every official duty that is being discharged.

REFERENCE

County government act 2012, vol. 1

Constitution of Kenya 2012.

CPSB's tabled report 2014.

**MINUTES OF THE COMMITTEE ON LABOUR AND PUBLIC SERVICES HELD IN THE
ASSEMBLY CHAMBERS ON 31ST APRIL 2014 AS FROM 1200 HOURS**

Member's Present

1. Hon. Reuben Langat
2. Hon. Bency Too
3. Hon. David Rotich
4. Hon. Christopher Ngeno
5. Hon. Cecilia Towett
6. Hon. Aurelia Chepkirui
7. Hon. Wilson Keter
8. Hon. Philip Siele

In attendance

1. Hon. Leonard Kirui
2. Hon. Julius Korir
3. Jonathan Soi (The County Secretary)
4. Ann Rugut (Director of Human Resources)
5. Isaac Miso (The County Secretary Personal Secretary)

Agenda

1. Preliminary
2. Agenda for the day
3. A.O.B

Min 15/03/2014 Preliminaries

The chair called the meeting to order then requested hon. Keter to pray. Brief introduction then ensued.

Min 16/03/2014 Agenda for the day

Brief welcoming remarks were made by the chair. The chair said that the initial date they were to meet didn't materialize because of the many issues that docked that day. Again the communication on the exact time they were to meet wasn't explicitly communicated thus the reason for rescheduling. The chair said that he was happy that finally the day has materialize and looked forward to a discussive meeting where the grey areas highlighted in the invitation letter was to be addressed. The chair then welcome the County Secretary to make his submissions and table any documents should he have.

The County Secretary (CS now henceforth) thanked the Committee's chair and said that he was ready to discuss in an open friendly environment on issues facing the office of the County Secretary. The CS said that there are challenges because the establishment is still new and such is foreseen. The CS said that currently capacity building is ongoing.

While referring to the chief officers the CS said that there officers have already been vetted and the appointing authority has not given any direction on the submission of the names of other chief officers to be forwarded to the Assembly for the procedural vetting. The reason why most of them have not been forwarded for vetting is because of among other factors, is their in-experience. Other reasons are best known by the appointing authority.

The CS said that currently those in office are performing the duties of Chief Officers (CO now henceforth) are performing the duties of a CO in spite of their in experience and maybe not qualified. Most of these officers are directors and some are still on secondment.

The CS said that the functions of the Cos have been on going and it is not a must to have all these officers in office because their duties can be performed by junior officers. The CS cited the treasury office that the officer in charge has been given the responsibility of being an Authority to Incur Expenses (AIE)

While responding to a question raised by a member of the committee, the CS said that he was not able to clearly indicate the exact number of directors saying that some are in office as assistant directors while others are full directors. He, however, said that the positions of the county directors were not advertised.

Members while asking their concerns, gave the CS the Fiscal Strategy Paper 2014 as a corroborative evidence of the functions of the CO who appended her signature as the CO. The CS said that it was indeed true as per the document that the Fiscal Strategy Paper was signed by Rose Kositany but was not able to defend the reason why she appended her signature and the title of CO. the CS said that the chief finance officer is of a lower position as compared to that of CO. This statement didn't auger well with members saying that the explanation was not satisfactory.

On the issue of ward administrators the committee members said that 25 ward administrators were advertised, however, the Public Service Board admitted that they recruited 26 ward administrators. The CS said that the extra administrators are fifteen (15) and they were deployed to other departments not necessarily the ward administrators. The CS said that the appointments were made through consultations but a letter to that effect was not done. The CS said that his office and the County Public Service Board Office did enter into a verbal agreement on the said positions.

The committee members while citing letter referenced CPSB/LET/053/2014 said that the contents of the letter was a request by the CPSB to the CS to supply his office written documents and therefore suggestively contradicts the statements that were being made by the CS. The honorable members said that the fifteen more administrators was a fertile ground for breeding nepotism, rewarding political friends, nepotism, favouritism and impunity at large.

The CS refuted such statements saying that the appointments were made from the list forwarded by the CPSB on those who had done the interviews and were in 2nd and 3rd positions respectively. The committee members said that personal negotiations between the CS's office and the CPSB's office was

not warranted and should be discouraged. Members said that it may not be a surprise that the fifteen other ward administrators may have been used to score political mileage. Committee members said that it is clear that the duties of the office of CS have been abused because had there been a need for the other administrators, an advert to that effect should have been done so as to offer same level ground for all persons interested for the same. Committee members said that consultations should be done in writing so as to absolve one in a scenario that may raise some questions.

On the issue of drivers the CS tabled a list of the drivers for the executive. The CS said that national policy was used to engage the drivers.

The committee members questioned the admissibility of the document because it was not dated. Further the members said that the list didn't synchronize with the document tabled by the CPSB on the same concern. The committee members said that there seems to be a breakdown of communication or cold power struggle between the two offices because even a simple list could not synchronize yet it was regularized by the CPSB and thus it is expected that the same should have been communicated to the CS. Both lists contain sixteen drivers but some names were not matching.

The CS said no re-designation has been done but re-deployment have been effected. This statement raised some concerns by the committee members were questioned such move saying that it is not a common practice to re-deploy someone who is still under probation.

While answering a concerned that had been raised by the committee member to the effect that non performing officers who are transferred to the department of social services, the CS refuted such claims saying that the department of social services is a very active department, however, the department is complex in the fact that its services were not devolved on its entirety and some officers who had been seconded by the Transitional Authority opted to remain in the National government when their time of acting elapsed.

On the issue of the issue off the total number of employees so far employed to work for the County government, the CS said that he was not in a position to know the exact number or even its approximate number. The Cs said that he could not confirm the number because some employees of the County government were on the county government's payroll yet they are not the employees in the County. On the same note some of the employees in the Bomet County are in the payroll of other counties. This was occasioned by the secondments made by the Transitional Authority and some ministries that were devolved like Health. The CS further said that cleansing of the payroll is an ongoing process and soon the mess will be cleared. The committee members said that the number of County employees should be known so that the idea of ghost workers is cleared.

The committee members said that the employment process was skewed and the shortlisting very biased. The list of the applicants for the various jobs was not adequately done. It is an issue that some applications were made yet their names in the list of the applicants didn't feature.

The CS said that due procedure is to be followed in future activities and all the erroneously done engagements are to be corrected. That the meeting was an eye opener and a lesson was drawn out of it. In spite of the good intentions, some processes might have been overlooked.

Min 17/03/2014 A.O.B

The CS said that some of his responsibilities are largely drawn from the County government act and is majorly tasked with coordination of the county government activities. That he does not sign cheques or payment vouchers but rather signs contracts on behalf of the County government and any approval of requests of various departments should be done by the C.S.

There being no other business hon. Rotich was requested to close the meeting with prayers.

CONFIRMATION

Hon. Reuben Lang'at (Chairperson)

Signature

Date.....

Nehemiah Kiplangat (Secretary)

Signature

Date

MINUTES OF THE COMMITTEE ON LABOUR AND PUBLIC SERVICES HELD AT THE KENYA SCHOOL OF GOVERNMENT MOMBASA ON 2ND APRIL 2014 AS FROM 1000 HOURS

Members Present

1. Hon. Reuben Langat
2. Hon. Bency Too
3. Hon. Aurelia Chepkirui
4. Hon. Wilson Keter
5. Hon. David Rotich
6. Hon. John Ngetich
7. Hon. Philip Siele

In attendance

1. Hon. Leonard Kirui
2. Hon. Joyce Korir
3. Hon. Samson Towett

Agenda

1. Preliminaries
2. Confirmation of the previous minutes
3. Arising matters
4. Tabled documents analysis
5. AOB

Min 18/04/2014 Preliminaries

The chair called the meeting to order then welcome the members to the meeting. He then requested Hon. Siele to pray. The chair said the previous minutes will be read on the subsequent meeting. The chair said that the CS tabled some documents that are crucial for the report writing. The chair then welcome the members to do some exegesis of the documents before them

Min 19/04/2014 Tabled Documents

The chair drew into the attention of the members the documents before the committee and that the documents will form the basis for the report writing to be tabled before the house.

The chair briefed the members of what had transpired before. Issues dealing with drivers and ward administrators are to be dealt with because as per the communication from the CS it is clear that the office of the CS and that of the CPSB are reading different scripts of the same text. The chair said that they were to analyze the communication from the CPSB and that of CS before the compilation of the report. He then welcome the members to make their own contributions

The committee members said that the document that was tabled by the CS was not dated. The took concern of how the CS is looking at the house saying that any document before the house should have been thoroughly proof read. The said that is will be a grave concern should the CS be found liable to be taking the committee for a ride.

On the comparative analysis of the two same documents from the CPSB and the CS on the same issue (Drivers) the members were amazed and wondered how the same concern addressed by the two offices could be having different names of the drivers despite the assurance by the CPSB that they have regularized the executive drivers.

In the list of the CS the following names were found to be missing basing on the CPSB's list

- Julius K. Kotut
- Abraham Tonui
- Charles Maridany

In the list of CPSB the following names were found to be missing basing on the CS's list

- Simion Koech
- Benard Bett
- Benjamin Maritim

The following drivers were found to be on the two lists

- Richard Chepkwony
- Josphat Langat
- Cosmas Cheruiyot
- Wesley Rono
- Gideon Kerich
- Stephen Maridany
- Barno K. Elphas
- Festus Kirui
- Erick Bett
- John Mutai
- Barno K. Elphas

It was also noted that one Benjamin Maritim is on temporary basis thus implying that the letter done by the CPSB to stop all drivers on temporary basis were not acted fully upon.

On the ward administrators the communication from the CPSB was that they recruited one extra ward administrators and were not aware of any other administrators recruited because they had not advertised on their positions. However, the CS said that fifteen other ward administrators were engaged. The statement was not in tandem with the communication from the CPSB.

Members wanted to know the list of the defunct council and municipal employees. Hon. John Ngetich recommended that the positions that had not been advertised be re-advertised and applicants be subjected to competitive interviews. The reason he gave was that the process was flawed and discriminative and didn't provide same level ground for all the residents of the county. Other members suggested that the officers who did the mistake should be held responsible and that any communication between the CS and the CPSB if not in writing would not be substantive and will be disregarded as this is not a practice in public offices and should a window for the same be allowed opened, misuse of power and impunity will take the centre stage.

Resolutions

The committees resolved on the following;

- That the two officers in the office of the CPSB and the CS be invited to further appear before the committee on the same date same time.
- That a write up letter of invitation be done giving the officers one week's notice
- That the issues expected to be addressed by the CS be
 - i. Whether or not he received letter vide CPSB/LET/003/13 dated 16th September, 2013
 - ii. The reason for the missing names of some drivers i.e. Julius K. Kotut, Abraham Tonui, Charles Maridany
 - iii. Who takes responsibility in the county ministries which have no chief officers
 - iv. Proper and properly written communications from the appointing authority on the reasons for not picking the candidates for the positions yet there is a CPSB's recommendation
 - v. Communication made to the drivers who were on temporary basis asking them to stop their services as directed by the CPSB
 - vi. Letters to officers who have been on acting positions and others on temporary basis
 - vii. All the permanent staffs in the County together with their details
 - viii. The appointment letters issued by the CS

The concerns that needs to be addressed by the CPSB are;

- Full list of all the staff they have employed having gone through their interviews or otherwise.
- The report of the ECDE task force.

Min 20/04/2014 A.O.B

The committee could not write a report because they realized that after the CS a lot of issues arose that needs to be fine-tuned. The chair directed that they will write a detailed all inclusive report after exhausting all the concerns they wish to include in the report.

There being no other business the meeting was adjourned at 1325hours after a closing prayer from Hon. Keter.

CONFIRMATION

Hon. Reuben Lang'at (Chairperson)

Signature

Date.....

Mr. Kiplang'at Nehemiah (Committee's Clerk)

Signature

Date

**MINUTES OF THE COMMITTEE ON LABOUR AND PUBLIC SERVICES HELD IN THE
ASSEMBLY CHAMBERS ON 14TH APRIL 2014 AS FROM 1200 HOURS**

Member's Present

1. Hon. Reuben Langat
2. Hon. Bency Too
3. Hon. David Rotich
4. Hon. Christopher Ngeno
5. Hon. Cecilia Towett
6. Hon. Aurelia Chepkirui
7. Hon. Wilson Keter
8. Hon. Philip Siele

Min 21/04/2014 preliminaries

The chairperson welcomed the members. Hon David Rotich prayed before the secretary was invited by the chairperson to read through the previous minutes.

Min 22/04/2014 Confirmation of the previous minutes

The minutes of 31st March 2014 were confirmed to be the true transaction of that day. The first proposer was Hon. Bency Too and seconded by Hon John Ngetich. The minutes of 2nd April 2014 were also read and Hon Keter proposed and seconded by John Ngetich.

Min 23/04/2014 Matters arising

There was no matter that arose in the minutes of 31st March 2014. The minutes of 2nd April 2014 had some matters that arose viz;

- Hon. Christopher Ngeno was indicated as absent yet he was present.
- Resolution number (vi.) should be made clear.

Min 24/04/2014 Agenda for the day; Invitation of County Secretary and County Public Service Board

The committee members agreed to further invite the CPSB and the CS on 17th day of April 2014. The issues to be discussed by the CS are;

- The full updated list of drivers for the executives for the executives
- The full list of ward administrators including the extra ward administrators
- Responsibilities in the departments which have no chief officers
- List of all the employees in the county payroll

- Letters to officers both on acting positions and temporary basis.

The issues to be addressed by the CPSB are;

- Detailed list of appointed persons holding or acting in offices of the County Public Service.
- The report of the ECDE task force.

Min 25/04/2014 A.O.B

The members said that a letter be done to the two offices before end of the week (11th day of April 2014)

There being no other business the meeting was adjourned to Monday 14th day of April 2014 as from 3.00 PM

CONFIRMATION

Hon. Reuben Lang'at (Chairperson)

Signature

Date.....

Mr. Kiplangat Nehemiah (Committee's Clerk)

Signature

Date

MINUTES OF THE COMMITTEE ON LABOUR AND PUBLIC SERVICES HELD IN THE COMMITTEE'S BOARDROOM ON 18TH MARCH 2014 AS FROM 1200 HOURS

Members present

1. Hon. Reuben Langat
2. Hon. Christopher Ngeno
3. Hon. David Rotich
4. Hon. John Ngetich
5. Hon. Wilson Keter
6. Hon. Philip Siele

In Attendance

1. Hon. John Cheruiyot Molel.

Agenda

1. Preliminaries
2. Confirmation of previous minutes
3. Report Writing
4. A.O.B

MIN 07/03/2014 PRELIMINARIES

The chair called the meeting to order, requested hon. Molel to lead in the opening prayer. The chair then welcomed the members and briefed the members on the agenda of the day. The ~~magnanimity~~ of the work before the committee. He said that the report is overdue and to date it has not been written. The reasons for the same are;

That the committee is still new (Constituted on 4th March 2014),

That the members had not read the report tabled by the CPSB on 28th Feb 2014,

That the recommendations of the committee requires the input of the legal team,

MIN 08/03/2014 REPORT WRITING

Exegesis of the documents tabled by the CPSB i.e. CPSB/WRD/1/2013(1) Dated 28th Aug. 2013, CPSB/WRD/1/2013(2) Dated 28th Aug. 2013, CPSB/LET/053/2014 Dated 14th Feb. 2014, BCA/A&M/19/1/1 Dated 19th Feb. 2014, BC.70/2/1 Dated 25th Feb. 2014, were done and members said that their recommendations will be based on the documents. The report which has been tabled to the house will also be part of the source of information that will guide the recommendations to be made.

- That fresh audit should be done to clear the possibility of having ghost workers who could be in the payroll of the county
- That since most of the employees especially of the ward administrators are not conversant with administrative roles, there is a need of refreshment courses.

THE RESOLUTIONS

- The committee members resolved to have a retreat at Kisumu for the report writing. All the committee members and the staff from the legal department accompany the team. The retreat to write the report will take two days 28th and 29th March 2014. The travelling date will be 27th March.

MIN 09/03/2014 A.O.B.

Hon. Members said that all adverts placed by the assembly and the CPSB should be availed to hon. members so as to liaise with the ward administrators to make awareness in the various wards.

Alternatively members should be encouraged to also appraise themselves so as to be making announcements of such matters whenever they have fora with the residents for the various wards.

There being no other business the meeting was adjourned. The last prayers were said by Hon. David Rotich.

CONFIRMATION

Hon. Reuben Lang'at (Chairperson) Signature Date.....

Mr. Kiplangat Nehemiah (Committee's Clerk) SignatureDate



COUNTY GOVERNMENT OF BOMET. PUBLIC SERVICE BOARD. VACANCIES.

Pursuant to Article 186(1) and the Fourth schedule of the constitution of Kenya, part 2 paragraph 1 and 2 which provides the functions and powers of the county government as Agriculture and County Health services respectively and section 138(1) of the County Government Act, 2012 which provides in part that "Any public officer appointed by the Public Service Commission in exercise of its constitutional powers and functions before the coming to effect of this Act and is serving in a county on the date of the constitution of that county government or upon the release of an officer by the county government to the national government" The County Government of Bomet therefore, through the Public Service Board wishes to recruit competent and qualified persons to fill the following job opportunities in its two dockets:

1. MEDICAL OFFICERS (GENERAL PRACTITIONERS) - 01 VACANCY
The Department urgently requires specialists drawn from the areas of specialization indicated below:

- Orthopedic Surgeon
- General Surgeon
- Family Physician
- Internist (Physician)
- Obstetrician & Gynaecologist
- Paediatrician
- MPH Specialist

Responsibilities:
• As heads of the relevant department, will offer leadership to other medical personnel, perform clinical duties and generally play a central role in clinical governance.
• Provide treatment for common health problems.
• Must be willing to do work visits in any of the county's facilities, work at odd hours and attend to emergency calls.

Qualifications:
• Bachelor of Medicine & Bachelor of Surgery from a recognized University.
• Postgraduate degree (MMed) in relevant field.
• Registered with the Kenya Medical Practitioners and Dentists Board.
• At least one year post-training experience.

Responsibilities:
• Perform day to day clinical duties.
• Perform administrative duties (where applicable).

Qualifications:
• Bachelor of Medicine & Bachelor of Surgery from a recognized University.
• Registered with the Kenya Medical Practitioners and Dentists Board.
• At least one year post-training experience.

Responsibilities:
• Reporting to the Medical Superintendent, the officer will:
• Perform day to day clinical duties.
• Perform administrative duties (where applicable).

Qualifications:
• Bachelor of Dental Surgery from a recognized University.
• Registered with the Kenya Medical Practitioners and Dentists Board.
• At least one year post-training experience.

Responsibilities:
• Day to day commodity management.
• Ensure efficient supply chain management.
• Perform administrative duties where applicable.

Qualifications:
• Bachelor of Pharmacy from a recognized University.
• Registered with the Pharmacy and Poisons Board and be a member of the pharmaceutical society of Kenya.
• At least one year post-training experience.

Responsibilities:
• Reporting to the County Clinical Officer, the officer will:
• Offer patient clinical management in the county and sub county health facilities.

Qualifications:
• Diploma in clinical medicine from a recognized institution.
• Two years post training experience in a busy hospital.
• Registration with the Clinical Officers' Council.

Responsibilities:
• Reporting to the County Nursing Officer.
• The nurse is expected to provide nursing services in county health facilities.

Qualifications:
• Certificate in community enrolled nurse.
• Registration with the Nursing Council of Kenya.
• Two years post training experience.

Responsibilities:
• Reporting to the County Nursing Officer.
• The nurse is expected to provide nursing services in county health facilities.

Qualifications:
• A minimum Kenya Registered Community health nursing diploma.
• Registration with the Nursing Council of Kenya.
• Two years post training experience.

Responsibilities:
• Provide laboratory diagnostic services to enable provision of quality health services in county and sub county health facilities.

Qualifications:
• Diploma in Laboratory medicine from an institution recognized by Kenya Medical Laboratory Technicians and Technologists' Board.
• Be registered with the Kenya Medical Laboratory Technicians and Technologists' Board.
• Two years post training experience.

Responsibilities:
• Provide nutritional counselling to clients in the county and sub county hospitals.

Qualifications:
• Diploma in nutrition from a recognized institution.
• Two years post training experience in a busy hospital setting.

Responsibilities:
• Implement community health interventions in the county.

Qualifications:
• Diploma in public health and environmental science from a recognized institution.
• Two years post training experience in a similar position.

2. PHARMACEUTICAL TECHNOLOGIST - 01 VACANCY

Responsibilities:
• Reporting to the county pharmacist.
• The pharmaceutical technologist will ensure that there is an efficient supply of essential commodities.
• Ensure rational use of medicines in the county and sub county health facilities.

Qualifications:
• Diploma in pharmaceutical technology from an institution recognized by the Pharmacy and Poisons Board.
• Registration with the Pharmacy and Poisons Board.
• Two years post training experience in a busy hospital.

Responsibilities:
• Do radiological diagnosis, both X-ray and Ultrasound in the County and Sub County health facilities.

Qualifications:
• Diploma in radiography from a recognized institution.
• Two years post training experience in a busy hospital.
• Registration with the radiation protection board.

Responsibilities:
• Collection, compilation, analysis and reporting of health information for decision making.

Qualifications:
• Diploma in Health Records and Information Technology from a recognized institution.
• Two years post training experience in a busy hospital.
• Certificate in computer application skills from a recognized institution.

Responsibilities:
• To maintain high quality oral health through provision of oral health education, screening, preventive and clinical dental services and referrals.

Qualifications:
• Diploma in Community Oral Health from KMTCT or recognized institution.
• Two years post training experience in a busy hospital.
• Registration with Oral Health Association of Kenya.

Responsibilities:
• Implement community health interventions.

Qualifications:
• Certificate in public health and environmental sciences from a recognized institution.
• Two years post training experience in a similar position.

Responsibilities:
• To provide care to patients with bone and joint problems.

Qualifications:
• Diploma in Orthopedic Technology from KMTCT or recognized institution.
• Two years post training experience in a busy hospital.

Responsibilities:
• Initiate appropriate physiotherapy intervention programs for patients and clients suffering from immobility and other disabilities in the hospital and in the community.

Qualifications:
• Diploma in Physiotherapy from KMTCT or recognized institution.
• Two years post training experience in a busy hospital.

Responsibilities:
• Initiate appropriate therapy intervention programs for patients and clients with disabilities in the hospital and in the community.

Qualifications:
• Diploma in occupational therapy from a recognized institution.
• Two years post training experience in a busy hospital.

Responsibilities:
• Determine specifications for medical equipment to be procured.
• Determine equipment needs of the county.
• Assist in procuring medical equipment and installation.
• Assist in obtaining spare parts and servicing medical equipment in the facilities.

Qualifications:
• Diploma in medical engineering from a recognized institution.
• Two years post training experience in a busy hospital.

Responsibilities:
• Working with other medical professionals the social worker is expected to meet the needs of the hospitals and the community.

Qualifications:
• Diploma in social work from a recognized institution.
• Two years post training experience in a busy hospital.

Responsibilities:
• Development and management of Projects and Programmes.
• Operation and administration of departments.
• Coordination and implementation of Policies and Plans.
• Monitoring and reporting on activities of the department.
• Capacity Building.

Qualifications:
• Diploma in public health and environmental science from a recognized institution.
• Two years post training experience in a similar position.

Promotion of Public - Private Partnership

Requirements:
• Bsc holder in Agriculture, Livestock Production, Veterinary or related fields.
• Masters is an added advantage.
• Over 10 years experience in Government system.
• Proven leadership and management skills is a distinct advantage.

Responsibilities:
• Design of Farm structures including grain stores and Irish potato stores.
• Design of water pans and small dams.
• Design and layout of irrigation systems.
• Collaboration of farm machinery and equipment.
• Develop soil and water conservation programs in the county.
• Designing of agro-processing units.
• Enhance technological capacity for harvesting, postharvest handling, processing and packaging of agricultural produce.
• Capacity building.

Requirements:
• Bsc Holder in Agricultural Engineering.
• 10 years experience in agricultural production systems.
• Masters is an added advantage.

Responsibilities:
• Development of effective sector programs budgets and work plans.
• Enhancement of Staff productivity through training, staffing, adequate and timely resource facilitation.
• Establishment of effective monitoring and evaluation system to track implementation of departmental programs.
• Ensure adequate administrative support services at county and sub-county level.

Requirements:
• Bsc Holder in Fisheries/ aquaculture.
• Masters is an added advantage.
• Over 10 years experience in Government system.
• Experience in control of finances.

Responsibilities:
• Implementation of crops production programs, budgets and work plans.
• Implementation of food security initiatives.
• Monitoring and reporting of food balances at sub-county level.
• Monitoring and reporting on crop pests and diseases, and Food safety.
• Compilation and analysis of crop situation and food situation reports from sub-counties.
• Spearhead programs to reform the tea sector and revive coffee and pyrethrum sectors.
• Ensure farmers have adequate and timely access to high quality inputs of recommended crop varieties each season.
• Develop adequate local bulking of seeds/ planting materials for alternative food crops including finger including Irish potatoes, sweet potatoes, finger millet, sorghum, sweet potatoes, etc.

Requirements:
• Bsc Holder in Agriculture or related fields.
• Over 10 years experience in Government system.

Responsibilities:
• Implementation of livestock production and Veterinary extension services programs, budgets and work plans.
• Compilation and analysis of Livestock, veterinary and food situation reports from sub-counties.
• Ensure farmers have adequate and timely access to high quality inputs feeds each season.
• Develop adequate local bulking of planting materials for fodder crops and their utilization.
• In charge of livestock diseases control.
• In charge of abattoirs.
• Tick control.
• In charge of animal breeding/ AI services.
• Monitoring and reporting of meat inspection.

Requirements:
• Bsc Holder in Agriculture, Livestock Production, Veterinary or related fields.
• Masters is an added advantage.
• Over 10 years experience in Government system.
• Experience in control of finances.

Responsibilities:
• Implementation of sub-county programs, budgets and work plans.
• Facilitation and Coordination of implementation of departmental programs at the sub-county level in liaison with the County Director.
• Management of extension resources at sub-county level including staff, vehicles and office maintenance.
• Facilitate integration of relevant stakeholders to support sub-county programs.
• Monitoring and evaluation of programs implementation at sub-county level.

Requirements:
• Bsc Holder in Agriculture, Livestock, Fisheries, Veterinary or related fields.
• Over 7 years experience in Government system.

Responsibilities:
• Implementation of crops production programs, budgets and work plans.
• Implementation of food security initiatives.
• Monitoring and reporting of food balances at sub-county level.
• Monitoring and reporting on crop pests and diseases, and Food safety.
• Compilation and analysis of crop situation and food situation reports from sub-counties.
• Spearhead programs to reform the tea sector and revive coffee and pyrethrum sectors.
• Ensure farmers have adequate and timely access to high quality inputs of recommended crop varieties each season.
• Develop adequate local bulking of seeds/ planting materials for alternative food crops including Irish potatoes, sweet potatoes, finger millet, sorghum, sweet potatoes.

Requirements:
• Bsc Holder in Agriculture or related fields.

Responsibilities:
• Carry out routine Meat inspection.
• Licensing of slaughter slabs and revenue collection.
• Supervision of slaughter slabs sanitary standards.
• Should be able to participate in other routine.

Requirements:
• Certificate in Animal Health and Meat Inspection.
• Must be registered with Kenya Veterinary Doctors' Council.
• At least 2 years field experience.

Responsibilities:
• Training of farmers in quality leather production.
• Inspection and grading of hides and skins.
• Licensing of tanners.
• Routine issue of dispatch notes to traders and processors.

Requirements:
• Certificate in Hides, Skins and Leather development.
• At least 2 years field experience.

Responsibilities:
• Successful applicants who have been selected will have their earned seniority benefits considered in determining their entry job group.

Qualifications:
• Diploma in social work from a recognized institution.
• Two years post training experience in a busy hospital.

Responsibilities:
• Development and management of Projects and Programmes.
• Operation and administration of departments.
• Coordination and implementation of Policies and Plans.
• Monitoring and reporting on activities of the department.
• Capacity Building.

Qualifications:
• Diploma in public health and environmental science from a recognized institution.
• Two years post training experience in a similar position.

Responsibilities:
• Implement community health interventions in the county.

Qualifications:
• Diploma in nutrition from a recognized institution.
• Two years post training experience in a busy hospital setting.

Responsibilities:
• Implement community health interventions in the county.

Qualifications:
• Diploma in public health and environmental science from a recognized institution.
• Two years post training experience in a similar position.

Over 5 years experience in Government system

Responsibilities:
• Implementation of sub-county Fisheries programs, budgets and work plans.
• Management of extension resources at sub-county level.
• Facilitate integration of relevant stakeholders to support sub-county programs.
• Monitoring and evaluation of programs implementation.

Requirements:
• Bsc Holder in Fisheries, Biological Sciences, natural resource management.
• Over 3 years experience in Government system.

Responsibilities:
• Implementation of livestock production programs, budgets and work plans.
• Monitoring and reporting of livestock production at sub-county level.
• Completion and analysis of Livestock and food situation reports from sub-counties.
• Ensure farmers have adequate and timely access to high quality inputs feeds each season.
• Develop adequate local bulking of planting materials for fodder crops and their utilization.

Requirements:
• Bsc Holder in Animal production, Agriculture, or related fields.
• Over 5 years experience in Government system.

Responsibilities:
• Implementation of Veterinary extension services, budgets and work plans.
• In charge of livestock diseases control.
• In charge of abattoirs.
• Tick control.
• In charge of animal breeding/ AI services.
• Monitoring and reporting of meat inspection.
• Compilation and analysis of veterinary services reports.

Requirements:
• Bsc Holder in Animal production, Agriculture, or related fields.
• Over 5 years experience in Government system.

Responsibilities:
• To assist the senior director of Agriculture in charge of the department.

Qualifications:
• Design of Farm structures including grain stores and Irish potato stores.
• Design of water pans and small dams.
• Design and layout of irrigation systems.
• Collaboration of farm machinery and equipment.
• Designing of agro-processing units.
• Capacity building.

Requirements:
• Bsc Holder in Agricultural Engineering.
• 10 years experience in agricultural production systems.

Responsibilities:
• Implement sector programs.
• Provision of extension services.
• Organize demonstrations, field days and on-farm visits.
• Carry out training of farmer groups.
• Field monitoring, surveillance and reporting.

Requirements:
• Certificate or Diploma in Agriculture or related fields.
• For certificate holders over 5 years field experience.
• For Diploma holders, at least 2 years experience.

Responsibilities:
• Carry out routine Meat inspection.
• Licensing of slaughter slabs and revenue collection.
• Supervision of slaughter slabs sanitary standards.
• Should be able to participate in other routine.

Requirements:
• Certificate in Animal Health and Meat Inspection.
• Must be registered with Kenya Veterinary Doctors' Council.
• At least 2 years field experience.

Responsibilities:
• Training of farmers in quality leather production.
• Inspection and grading of hides and skins.
• Licensing of tanners.
• Routine issue of dispatch notes to traders and processors.

Requirements:
• Certificate in Hides, Skins and Leather development.
• At least 2 years field experience.

Responsibilities:
• Successful applicants who have been selected will have their earned seniority benefits considered in determining their entry job group.

Qualifications:
• Diploma in social work from a recognized institution.
• Two years post training experience in a busy hospital.

Responsibilities:
• Development and management of Projects and Programmes.
• Operation and administration of departments.
• Coordination and implementation of Policies and Plans.
• Monitoring and reporting on activities of the department.
• Capacity Building.

Qualifications:
• Diploma in public health and environmental science from a recognized institution.
• Two years post training experience in a similar position.

Responsibilities:
• Implement community health interventions in the county.

Qualifications:
• Diploma in nutrition from a recognized institution.
• Two years post training experience in a busy hospital setting.

Responsibilities:
• Implement community health interventions in the county.

Qualifications:
• Diploma in public health and environmental science from a recognized institution.
• Two years post training experience in a similar position.

Responsibilities:
• Implement community health interventions in the county.

Qualifications:
• Diploma in nutrition from a recognized institution.
• Two years post training experience in a busy hospital setting.

Responsibilities:
• Implement community health interventions in the county.

Qualifications:
• Diploma in public health and environmental science from a recognized institution.
• Two years post training experience in a similar position.

The Secretary,
Public Service Board,
P.O. BOX 605-2
BOMET.

Tel. 0704-734

The county government of Bomet is an equal opportunity employer.

Salary Scale : Kshs. 48,190 – 65,290 p.m.

House Allowance : 17,000 p.m

Commuter Allowance : Kshs. 8,000 p.m.

a) Requirements for Appointment

- i) Be a Kenyan Citizen;
- ii) Be a holder of at least a first degree from a University recognized in Kenya;
- iii) Working experience of not less than five years;
- iv) Have qualifications and knowledge in administration or management; and
- v) Satisfy the requirements of Chapter Six of the Constitution.

b) Duties and Responsibilities

The Ward administrator shall be responsible to the sub-county administrator for the following:

- i) Coordinating, managing and supervising the general administrative functions in the Ward unit;
- ii) Developing policies and plans;
- iii) Ensuring effective service delivery;
- iv) Coordinating developmental activities to empower the community;
- v) Providing and maintaining infrastructure and facilities of public service;
- vi) Managing the County Public Service;
- vii) Facilitating and coordinating citizen participation in the development of policies and plans and delivery of services;
- viii) Exercising any functions and powers delegated by the County Public Service Board.

Salary Scale : Kshs. 77,527 – 105,894 p.m.

House Allowance : Kshs. 20,000 p.m.

Commuter Allowance : Kshs. 12,000 p.m.

a) Requirements for Appointment

- i) Be a Kenyan Citizen;
- ii) Be a holder of at least a first degree from a university recognized in Kenya;
- iii) Working experience of not less than five years in administration or management either in the public or private sector; and
- iv) Satisfy the requirements of Chapter Six of the Constitution.

b) Duties and Responsibilities

The Town Administrator shall be answerable to the town committee.

c) Duties and responsibilities will include:

- i) Implementing the decisions and functions of the board;
- ii) Overseeing the affairs of the town;
- iii) Developing and adopting policies, plans, strategies and programmes;
- iv) Formulating and implementing an integrated development plan;
- v) Maintaining a comprehensive database and information system of the administration and providing public access thereto upon payment of a nominal fee to be determined by the committee;
- vi) Ensuring preparation and submission of the town annual budget estimates to the relevant County Treasury for consideration and submission to the County Assembly for approval as part of the annual County Appropriation Bill;
- vii) Establish, implement and monitor performance management systems; and
- viii) Perform such other functions as may be delegated by the town committee.

How to Apply

All applications should be submitted in a sealed envelope clearly marked on the outside the position you are applying and addressed to:

The Chairman, Public Service Board, Office of the Governor, P.O. Box 19 – 20200 BOMER.

Important information to all candidates

All applications should reach the Interim County Secretary on or before 14 June 2013.

Only shortlisted candidates will be considered.

Shortlisted candidates shall be required to produce their national identity cards, Certificates and Professional Certificates and

Testimonials.

All interested candidates should satisfy the requirements of section six of the Constitution.

ADDITIONAL INFORMATION FINANCE OFFICER

Candidates will have a Bachelor's and Master's degree in business administration, finance or economics.

Candidates will possess extensive experience and training with public finance.

Progressive advancement and increased responsibility over the financial decision making process in public finance.

Must possess strong analytical and communications skills to both understand and communicate financial data.

Maintain vital leadership skills such as determination, decisiveness, accountability and self-confidence.

Requires strong self-discipline and managerial skills, as well as an equally strong spirit of teamwork and cooperation.

2

24/06/2013

REPUBLIC OF KENYA



COUNTY GOVERNMENT OF BOMET VACANCIES

DN/ Friday
24/05/2018

The office of the Governor, Bomet County wishes to recruit competent and qualified persons to fill the following positions as per the Constitution of Kenya 2010 under article 176 and County Government Act No. 17 of 2012...

CHIEF OFFICERS POSITIONS

In the following functional areas:

1. ECONOMIC DEVELOPMENT & MARKETING
2. AGRICULTURE AND FISHERIES
3. HEALTH AND SANITATION
4. EDUCATION AND VOCATIONAL TRAINING
5. FINANCE
6. ENERGY, HOUSING AND URBAN PLANNING
7. ENVIRONMENT, WATER AND NATURAL RESOURCES
8. SOCIAL SERVICES AND SPORTS
9. TOURISM, TRADE AND INDUSTRY
10. PUBLIC WORKS AND TRANSPORT

Salary Scale: Kshs 120,270 - 180,660 p.m

House Allowance: Kshs 26,000 p.m

Commuter Allowance: Kshs 20,000 p.m

Terms of Service: Contract

a) Requirements for appointment:

- i) Be a Kenyan citizen;
- ii) Be a holder of at least a first degree from a University recognized in Kenya;
- iii) Satisfy the requirements of Chapter Six of the Constitution; and
- iv) Have knowledge, experience and a distinguished career of not less than ten years in the specific area.

b) Duties and responsibilities:

The Chief Officer shall be the authorized officer in respect of exercise of delegated power and shall be responsible to the respective County executive member in respect of:

- i) The administrative of the County/Department;
- ii) Implementation of policies and development plans;
- iii) Development and implementation of Strategic Plans;
- iv) Formulate and implement effective programs to attain Vision 2030 and sector goals;
- v) Promote and uphold the values and principles of governance and values and principles of public service.

Sub County Administrative Services Positions

Salary scale: Kshs 80,748 - 120,270 p.m

House Allowance: Kshs 20,000 p.m

Commuter Allowance: Kshs 14,000 p.m

a) Requirement for appointment:

- i) Be a Kenyan citizen;
- ii) Be a holder of at least a first degree from a University recognized in Kenya;
- iii) Working experience of not less than ten years;
- iv) Have qualifications and knowledge in administration or management; and
- v) Satisfy the requirements of Chapter Six of the constitution.

b) Duties and Responsibilities:

The sub-county administrator shall be responsible to the respective Chief officer for:

- i) Coordinating the management and supervision of general administrative functions;
- ii) Developing policies and plans;
- iii) Ensuring Effective Service Delivery;
- iv) Coordinating developmental activities to empower the community;
- v) Providing and maintaining infrastructure and facilities of public services;
- vi) Maintaining the County public service;
- vii) Facilitating and coordinating citizen participation in the development of policies and plans and delivery of service; and
- viii) Exercising any functions and powers delegated by the county public service board.

COUNTY GOVERNMENT OF BOMET



PUBLIC SERVICE BOARD

VACANCIES

The County Government of Bomet through the Public Service Board wishes to recruit competent and qualified persons to fill over 300 positions in various departments:-

ADMINISTRATION DEPARTMENT

COUNTY DIRECTOR HUMAN RESOURCE MANAGEMENT (Job Group 'R') (1 Post)

Requirements

- First degree in social science from a recognized university
- Masters Degree in relevant field
- Thorough understanding of Human Resource Management policies, regulations and employee relations and Labour laws
- Good time management and organizational skills.
- Possess good judgment and decision making capability.
- Satisfy the requirements of chapter six of the constitution
- Have a relevant working experience of not less than 10 years
- Be computer literate
- Ability to multitask, motivate and lead others
- Post graduate qualification in Human resource management will be an added advantage.
- Membership to a relevant professional body.

Responsibilities

- Make the county public service on staff issues
- Ensure compliance with public service values and principles
- Establish performance management systems
- Providing direction on strategic human resource, planning, organization and development
- Establishing human resource systems structures and procedures
- Perform any other duties as may be assigned from time to time

ASSISTANT DIRECTOR HUMAN RESOURCES (TRAINING & DEVELOPMENT) (J/G/P) (1 Post)

Requirements

- A Degree holder in Human Resource Development or a related discipline
- Not less than 5 years' experience in a Human Resources Department of an organization.
- A team player
- Strong interpersonal, communication and presentation skills
- Masters in Human Resource Development or in any related field will be an added advantage
- Computer Literacy

Responsibilities

- Identifying training and development needs
- Designing and expanding training and development programs
- Researching new technologies and methodologies in workplace learning.
- Coordinating training programs

SENIOR HUMAN RESOURCES OFFICER (PAYROLL) - J/G 'N' (1 post)

Requirements

- Bachelors degree in Human Resources Management
- 5 years experience in Compensation and benefits management
- Working knowledge in salary structure and development, benefits and pension, surveys/benchmarking and job evaluation systems.
- Positive attitude and good interpersonal skills.
- HR and Tax knowledge
- Able to meet tight deadlines and handle multiple tasks.
- Self-motivated, independent and proactive.

Responsibilities

- Coordinate with Finance to ensure timely and accurate employees' emoluments.
- Evaluate jobs for developing compensation and benefits program.
- Complete social and health insurance, personal accident insurance or life insurance benefits for employees.
- Update staff payroll list.
- Compute annual personal income tax for employees and report to Tax Department.
- Liaise with Tax authorities on relevant staff issues.
- Any other related duties as may be assigned

COUNTY DIRECTOR INFORMATION COMMUNICATION AND TECHNOLOGY (ICT) (J/G 'R') (1 Post)

Requirements

- Degree in computer science/ICT or a related field from a university recognized in Kenya
- A Masters Degree will be an added advantage
- At least five years experience in a technical operations management and/or an equivalent combination of training and experience with at least four years as an ICT leader in a dynamic environment
- Broad knowledge of information management systems
- Have operational knowledge on information management systems
- Ability to multi-task, motivate and lead others
- Registered as a member to a relevant body.

Responsibilities

- Provide leadership, vision and management to the ICT department
- Assess and respond to ICT needs of the County
- Manage and advise the county on ICT matters
- Implement operational policies and guidelines on the utilization of ICT resources

RECORDS MANAGEMENT OFFICER (JOB GROUP 'K') (2 Posts)

Requirements

- Bachelor's degree in information science, Records management or Business Administration with a relevant diploma.
- Served as Records Management Officer or related position for minimum of three (3) years
- Must have been vetted by the relevant body

Responsibilities

- Collecting and consolidating all records management systems in the county
- Ensuring proper records management and security of information/records
- Controlling of opening of files and indexing
- Updating and maintaining up-to-date file movement systems.
- Establishing county registries.
- Establish and maintain archives for county records.
- Performing any other duties that may assigned by the head of Department

PRINCIPAL LEGAL COUNSEL (J/G/P) (1 Post)

Requirements

- A law degree from a recognized university
- An advocate of the High Court of Kenya of good standing
- 5 years post admission experience in a busy litigation environment
- Possession of current practicing certificate

Responsibilities

- Represent the County Government in courts and arbitral tribunals
- Institute civil proceedings on behalf of the County Government and County entities
- Prosecution of offenders
- Undertaking legal research
- Supervision of staff in the litigation unit
- Perform any such function as shall be assigned by the County Attorney

LEGAL CLERK (J/G/P) (1 Post)

Requirement

- Diploma in law
- Computer literacy
- At least five years experience in a busy law firm or state law office

Responsibilities

- Filing of letters
- Filing of court document
- Clerical work.
- Any other assigned duty.

FINANCE DEPARTMENT

COUNTY DIRECTOR INTERNAL AUDIT (JOB GROUP 'R') (1 Post)

Requirements

- Be a holder of Bachelors degree in either finance, accounting, business administration, commerce or a related discipline from a recognized university
- Be a holder of CPA(K) or ACCA qualification
- A Masters degree in a relevant area will be an added advantage
- Be a registered member with the Institute of Certified Public Accounts of Kenya (ICPAK) or associations of Certified Fraud Examiners (CFE)
- Be conversant with various financial management computer packages
- Have relevant working experience of not less than five years.
- Demonstrate understanding of devolved government and Vision 2030
- Familiarity with policies, laws, regulations and operations of public finance management

Responsibilities

- Head of internal audit services
- Analyze and advise the county government on effective risk prevention measures
- Establishing the risk based audit plans consistent with county objectives
- Evaluate the internal control systems in the county
- Prepare periodic and annual reports

COUNTY DIRECTOR Supply Chain Management (J/G/P) (1 Post)

Requirements

- Bachelors degree in procurement, economics, business management or equivalent with a post graduate qualification in procurement/supplies management.
- Minimum 10 years working experience
- Good communication and interpersonal skills
- Proficiency in computer applications
- Registration with KISM.
- Masters degree in the relevant field will be an added advantage.

Responsibilities

- Planning and coordination of supplies management services.
- Enforcement of government procurement regulations, systems and procedures.
- Preparation of supplies estimates of expenditure and control vote.
- Initiation of policy, review and updating of existing regulations, supplies management Instructions, inspections, training and development of supplies personnel.
- Advice on quality assurance on goods works and services.

SENIOR INTERNAL AUDIT OFFICER (JOB GROUP 'N') (1 Post)

Requirements

- Bachelors degree in economics, finance or accounting.
- C P A (K) Holder
- Five years audit experience in a public institution

Responsibilities

- Ensuring maintenance of high audit standards
- Monitoring and reviewing of audit programs for all sections in the department
- Planning, organizing and controlling of audit functions.

PROCUREMENT OFFICER (J/G/P) (3 Posts)

Requirement

- Bachelor's degree in the relevant field.
- Membership to a professional body (CSIP/KISM)
- Computer proficiency.
- At least five (5) years relevant experience.
- Thorough understanding of Public Procurement and Disposal Act 2005 and its regulation 2006.

Responsibilities:

- Reporting to the principal procurement officer, the officer shall:-
- Be expected to understand budgeting and budgetary controls.
- Prepare procurement plans.
- Be Secretary to procurement committees.
- Ensure all tender applicants conform to chapter six of the constitution of Kenya
- Performing any other duty as may be assigned from time to time.

SUB-COUNTY REVENUE OFFICER (J/G/P) (5 Posts)

Requirements:

- First Degree in social sciences or its equivalent from a University recognized in Kenya.
- or
- C.P.A Part II or similar level in ACCA.
- Computer Proficiency.
- At least 5 years experience in a financial environment.
- Able to work with minimal supervision.

Responsibilities:

- Be in charge of revenue collection and general duties relevant to the efficient performance of the section.
- Custodian and accountable for revenue documents in the sub county.
- Identify and mainstream new revenue sources.
- Prepare management reports.
- Be responsible for the management and performance of staff under him
- Any other assigned duties.

ASSISTANT REVENUE OFFICER (J/G/P) (25 Posts)

Requirement:

- Diploma in a Business related course or
- C.P.A Part II
- Self-starter, excellent team player, effective communicator.
- Able to work with minimal supervision.

Responsibilities:

- Be in charge of revenue collection in the ward.
- Identify and mainstream new revenue sources.
- Prepare management reports.
- Responsible for making sure that all the revenue money collected are banked intact.
- Custodian and accountable for revenue documents in the ward.
- Any other assigned duties.

ACCOUNTANT (J/G/P) (10 Posts)

Requirements

- Degree in commerce accounting option or equivalent from a recognized institution.
- CPA/ACCA or equivalent.
- 5 years' experience.

Responsibilities.

- Efficient organization and control of accounting unit.
- Provision of financial information for decision making.
- Application of budgeted funds for operations and development.

CO-OPERATIVES AND MARKETING

COORDINATOR Business Development and Microfinance (J/G/P) (1 Post)

Qualifications

- Bachelor's degree in Commerce or Business related degree with knowledge on financial and business analysis.
- At least 7 years working with farmers either in credits or investments or a Master Degree in Business Administration and 5 years working experience
- CPA section VI and above qualification is an added advantage.
- Understanding of the agriculture value chain is an added advantage
- Microfinance & banking experiences is an added advantage

Responsibilities:

- Coordinate production of financial analysis for each Cooperative and

advise accordingly;
Coordinate the production of a viable business plans that promotes the expansion of the cooperative businesses towards a hub
Provide leadership in advising the farmers on both the new and on-going investments, both strategically and operationally;
Facilitate the Cooperative to access financial services and other services that enhance their service delivery to the members

Business Development Officer (5 Posts)

Qualifications

Must have a bachelor's degree in commerce or business related degree with knowledge on financial and business analysis.
At least 5 years working with farmers either in credits or investments.
CPA section IV and above or a Masters Degree In Business Administration is an added advantage

Responsibilities

Carry out financial analysis for each investment by farmers and advise accordingly;
Work with the farmers in production of a viable business plan that promotes the expansion of the business towards a hub
Work on plans for farmers to buy shares and ensure that the loans are serviced on timely basis, both for new and old investments;
Advise both farmers on new and on-going investments, both strategically and operationally;
Facilitate the Cooperative to access financial services and other services that enhance their service delivery to the members

Coordinator/Marketing (1 Post)

Qualifications

Have a Bachelor's degree in commerce or business related degree
At least 7 years working with farmers either in Marketing or a Master Degree In Business Administration and 5 years working experience
Post graduate Diploma in Marketing is added advantage.

Responsibilities

Coordinate agricultural products marketing;
Provide leadership in advising the farmers on the quality requirements of key products marketed in the county;
Support the farmers' cooperative enterprises in the development of contracts with third parties for the purpose of marketing their produce;
Ensure that the farmers' cooperative enterprises have enforceable contracts with customers at all times;
Coordinate preparation of the cooperatives marketing plans;
Provide training on customer care and marketing for the cooperative
Provide leadership in carrying out market research targeted to enhance markets for farmers produce

Quality Assurance Officer (1 Post)

Qualifications

A minimum of bachelor's degree in dairy technology, Chemical Engineering, food science or equivalent of 5 years working experience in dairy sector.

Responsibilities

Support and advise the enterprises appropriately in terms of milk quality, quantity, sanitation in the dairy plant, and maintenance of the dairy equipment.
Develop networking systems among the enterprises and external partners to include Kenya government ministries, parastatals and research and learning institutions;
Provide leadership in linkages with processors;
Supervise other dairy staff in the project reporting and more so on key quality interventions put in place with partners;

Quality Control Officer (Livestock) (1 Post)

Qualifications

A minimum of bachelor's degree in animal production, range management or equivalent
Over 5 years of work experience in dairy or the livestock sector.

Responsibilities

Support other departmental staff in driving the development of a vibrant provision of extension services
Support the promotion among the framers of cow registration and guide them on linkages to Kenya stud book
Liaise with Kenya Dairy Farmers Federation and other stakeholders to the benefit of farmers.

Business Development Officer (5 Posts)

Qualifications

A bachelor's degree in commerce or business related degree with knowledge on financial and business analysis.
At least 3 years working with farmers either in credits or investments.
CPA section II and above qualification is an added advantage.

Responsibilities

Work with the farmers in production of a viable business plan that promotes the expansion of the business towards a hub
Work on plans for farmers to buy shares and ensure that the loans are serviced on timely basis, both for new and old investments;
Advise both farmers on new and on-going investments, both strategically and operationally;
Prepare investment reports to the management as required;

Senior Planning and Compliance Officer (5 Posts)

Qualifications

Must have a Bachelor's degree in Cooperative or business related degree with knowledge on financial and business analysis.
Must have at least 5 years working with farmers either in Cooperative Development or Cooperative Audit.
CPA section III and above qualification is an added advantage.
Understanding of the SASSRA regulations is a key requirement.

Responsibilities

Ensure compliance on the policies and procedures that governs the registration and operations of cooperatives and microfinance groups.
Supervise, monitor and evaluate the performance of the cooperatives, microfinance and marketing activities.
Provide technical advice in the planning and design of marketing products.
Provide and coordinate training for the cooperative's board and management on areas related to governance, cooperative by-laws, leadership and reporting

DEPARTMENT OF ECONOMIC PLANNING AND SOCIAL SERVICES

COUNTY DIRECTOR ECONOMIC PLANNING & POLICY (1 Post)

Requirements

A Bachelors Degree in Economics Applied Statistics or Agricultural Economics from a recognized university;
A minimum of five years relevant work experience, three of which must have been at the level of management or its equivalent;
Must be computer literate
Master's Degree in Economics, Applied Statistics or Agricultural Economics from a recognized university is an added advantage.

Responsibilities

Monitoring statistical, policy development and implementation;
Analyzing support data to inform strategic planning and performance management, particularly performance contracting;
Providing quantitative data for use in planning and decision making;
Drawing up economic survey tools and setting up control procedures for receiving returns.
Drawing work plans and budget for the sector(s);
Monitoring, evaluating, auditing and reviewing the implementation of plans, programs and projects to enhance operational efficiency

PRINCIPAL ECONOMIST (1 Post)

Requirements

Have a Bachelors Degree in Applied Statistics, Economics or Agricultural Economics from a recognized university
Must have a minimum of four years experience
Well grounded in statistical analysis, computer literacy and experience in reporting on economic development.
Masters Degree in Applied Statistics in monitoring and evaluation of project planning and management Economics, or Agricultural Economics from a recognized university is an added advantage.

Responsibilities

Reporting to the County Director in charge of Economic planning
Designing, collection, compilation, analysis and dissemination of macroeconomic aggregates and other related indicators.
Benchmarking county activities with other counties and National government;
Analyzing support data to inform strategic planning and performance management and contracting;
Monitoring, evaluating, auditing and reviewing the implementation of plans, programs and projects to enhance operational efficiency.
Drawing up economic survey tools and setting up control procedures for receiving returns.

ECONOMIST/STATISTICIAN (1 Post)

Reporting to the Principal Economist the officer will be deployed to any sector within the county.

Requirements

Have a Bachelors Degree in Economics, Applied Statistics or Agricultural Economics from a recognized university;
Must have served for a period of three years in the position of Economist/Statistician;
Must be computer literate with strong user skills and proficiency in MS Office.
Experience working with statistical packages like SPSS
Must have strong analytical, planning, creative thinking and excellent interpersonal skills
Masters degree in Economics, Applied Statistics or Agricultural Economics is an added advantage

Duties and Responsibilities

Drawing up economic survey tools and setting up control procedures for receiving returns.
Drawing work plans and budgets for the county sector(s);
Benchmarking county activities with other counties and National government;
Monitoring, evaluating, auditing and reviewing the implementation of the county plans, programs and projects to enhance operational efficiency;
Coordinating data collection as may be required from time to time.

COUNTY DIRECTOR CULTURE & SOCIAL SERVICES (1 Post)

Requirements

Bachelor's Degree in Community Development
10 years working experience in a relevant field
Good communication and interpersonal skills
Creative and Innovative
Proficiency in computer application
Understanding of devolution, the county development objectives and vision 2030.
Masters degree will be an added advantage

Responsibilities

Coordinate and monitor the promotion of awareness on harmful cultural practices such as female genital mutilation (FGM) and gender based violence (GBV)
Coordinate and monitor the thirty percent (30%) affirmative action on gender representation and in socio economic development.
Coordinate and monitor the provision of financial subsidies to build capacity of households with needy persons aged 65 and above, and persons with disabilities (PWD'S).
To coordinate and monitor the empowerment of women groups through the women enterprise fund (WEF)

To coordinate and monitor disability mainstreaming in county programs and projects.
Coordinate and monitor training of persons with disabilities in vocational rehabilitation centers (VRCs)

Assistant Director Culture & Social Services (1 Post)

Requirements

Bachelor's Degree in social work/community development/culture management or relevant field
5 years working experience in a relevant field
Good communication and interpersonal skills
Creative and innovative
Proficiency in computer application
Understanding of devolution, the county development objectives and vision 2030.
Masters degree will be an added advantage.

Responsibilities

Implementing policies and legislative frameworks for gender and social development.
Integrate gender issues in programs, capacity buildings of communities to participate in development projects, and involve women and vulnerable groups and activities that promote their welfare.
Provision of financial subsidies to build capacity of households with needy persons aged 65 years and above and persons with disabilities.
To coordinate the provision of alternative financial support through the women enterprise fund (WEF)
Integrate disability issues in the programs
To plan and implement training activities of PWDs.
Plan and implement the program related to cultural affairs
Promote and preserve culture within the county
Maintain records and lists of all cultural activities within the county
Promote community participation and inter-county cultural activities
Craft presentations and other outreach activities within the county
Ensuring the establishment and management of community cultural centers and arts galleries.
Able to multi-task

Community Development Officer (2 Posts)

Requirements

Diploma in Social work/Community Development
Not less than 3 years working experience in a relevant field
Good communication and interpersonal skills
Creative and innovative
Proficiency in computer application
Understanding of devolution, the county development objectives and vision 2030.

Responsibilities

Implementing gender and social development activities.
Mobilize and sensitize communities to participate in development projects, and involve women and vulnerable groups in activities that promote their welfare
Facilitate the formation and registration of self-help groups.
Sensitize partners to integrate disability issues in ward programs.
Identify PWDs with the need to acquire and enhance vocational skill through vocational rehabilitation centers (VRCs)

ROADS PUBLIC WORKS AND TRANSPORT CIVIL ENGINEER (2 Posts)

Requirements

Served in the grade of Assistant Engineer (Roads) or comparable an relevant position in the Public Service for a minimum period of three (3) years;
Bachelors degree in Civil Engineering or equivalent and relevant qualification from a recognized institution;
Been registered by Engineers Registration Board of Kenya as a Graduate Engineer;
Current valid annual Practicing License from the Engineers Registration Board of Kenya;
Corporate Membership with the Institution of Engineers of Kenya (IEK)

Responsibilities

Implementing road sector policies for efficient operation of road infrastructure services.
Designing roads, bridges and other drainage structures projects;
Preparing tender documentation plans and budgets for road development projects;
Ensuring road construction projects are executed in accordance with the standards and specifications;

ROADS INSPECTOR (2 Posts)

Requirements

Kenya Certificate of Secondary Education mean grade C with C- in both Mathematics and Physics
Diploma in Civil Engineering or its equivalent from a recognized institution.

Responsibilities

Supervising and controlling planning activities and Roads works.
Assisting in the selection and location of suitable materials for road works
Preparing and maintaining master rolls, pay sheets, ledgers, log sheet and daily activity cards
Preparing work programs.

LANDS, HOUSING AND URBAN PLANNING

DIRECTOR LANDS, HOUSING AND URBAN PLANNING (1 Post)

Requirements

Bachelors Degree in Urban Planning, Land Economics or any other relevant degree in land use management
Masters Degree is an added advantage
At least five years experience

Responsibilities

Reporting to the chief officer
Overseeing and coordinating the implementation of work plan

strategies and program plans.
Organize stakeholders forums to identify needs, monitor and evaluate implementation
Prepared detailed departmental Land use reports.
Research and Mapping of Land use patterns.
Draw strict guidelines and regulations on building structure.

STRUCTURAL ENGINEER (J/G/N) (1 POST)

Requirements:
Bachelor Degree in Structural Engineering
Masters in any engineering field an added advantage.
At least 3 years experience in a busy built environment.

Responsibilities:

Reporting to the Director Lands, Housing and Urban Planning Development.
Facilitate best practice on design of building in the County.
Design action plans to fastback accessibility and integrity of County Structures
Contribute in developing policies and strategies of structural development and maintenance of County structures.

ENVIRONMENT & SAFETY OFFICER (J/G/K) (1 POST)

Requirements:
Bachelors degree in Environmental Science and Quality assurance or any other related discipline.
Masters is an added advantage.
At least three years experience.

Responsibilities:

Ensure timely and full implementation of work plans in the area of environment and quality assurance.
Compile monthly reports and submit to the Director.
Monitor, Evaluate and Report on daily basis the projects progress.
Organize stakeholder forums to identify needs.

SENIOR LAND SURVEYOR (J/G/N) (1 POST)

Requirements:
Bachelor Degree in Surveying from a recognized Institution.
At least 3 years experience.

Responsibilities:

Reporting to the Director Lands, Housing and Urban Planning.
Gathering data on the earth's Physical and Man-made features through surveys.
Taking digital mapping
Using and interpreting site features with GIS
Thinking creatively to resolve practical planning and development problems etc.

PHYSICAL PLANNER (J/G/N) (2 POSTS)

Requirements:
Bachelors Degree in Urban and regional planning and any other related field.
Masters Degree is an added advantage.
At least 3 years Experience.

Responsibilities:

Designing layouts and drafting design statements.
Assessing planning applications and enforcing and monitoring outcomes as necessary
Researching and designing planning policies to guide development.
Using information technology systems such as Geographical Information System (GIS).
Keeping up to date with legislation associated with Land use etc.

BUILDING TECHNICIAN (J/G/H) (5 POSTS)

Requirements:
Higher Diploma or diploma in Building and construction from a recognized Institution.
At least 3 years experience.

Responsibilities:

Estimating cost of materials, Labour, Equipment and overheads for use in bid for tenders.
Draw a plan for construction stages.
Monitoring and evaluating building projects
Ensure standards are adhered to.
Supervising teams of building contractors on site

HEALTH AND SANITATION

Nursing Officer (J/G) (5 POSTS)

Responsibilities:

To provide nursing services in county health facilities.

Requirements:

Minimum KRCHN Diploma.
Registration with Nursing council of Kenya.
Two years post training experience.

Laboratory Technologist (J/G/H) (10 POSTS)

Responsibilities:

To provide laboratory diagnostic services to ensure there is provision of health services in county and sub county health facilities.

Requirements:

Diploma in Laboratory medicine from a recognized Institution.
Registration with the Kenya Medical Laboratory Technicians and Technologists Board.
Two years post training experience

Nutritionist (J/G/H) (5 POSTS)

Responsibilities:

Provide nutritional counseling to clients in the county and sub county hospitals.

Requirements:

Diploma in nutrition from a recognized institution.
2 years post training experience in a busy hospital setting.

Public Health Officer (J/G/H) (5 POSTS)

Responsibilities:

To work with the county health and sub county health management teams in implementing community health strategy.

Requirements:

Diploma in public health from a recognized institution
Two years post training experience

Pharmaceutical Technologist (J/G/H) (10 POSTS)

Responsibilities:

To ensure that there is an efficient supply of essential commodities
To ensure a rational use of medicines in the county and sub county health facilities

Requirements:

Diploma in pharmacy from a recognized institution.
Registration with the pharmacy and poisons board.
Two years post training experience in a busy hospital.

Radiographer (J/G/H) (4 POSTS)

Responsibilities:

Be responsible for radiological diagnosis both in X-Ray and Ultrasound in the county health facilities.

Requirements:

Diploma in radiography from a recognized institution.
Two years post training experience in a busy hospital.
Registration with the radiation protection board

Clinical Officer (J/G/H) (20 POSTS)

Responsibilities:

To provide patient clinical management in the county and sub county health facilities.

Requirements:

Diploma in clinical medicine from a recognized institution.
Two years post training experience in a busy hospital.
Registration with the clinical officers' council.

Health Records And Information Officer 111- (5 posts) J/G/H.

Responsibilities:

To collect information on health, compile, analyse and give reports on the same for decision making

Requirements:

Diploma in Health Records and Information Technology from a recognized Institution.
Two years post training experience in a busy hospital.
Certificate in computer application skills from a recognized Institution.

Community Oral Health/Dental Technologists (11 POSTS)

Responsibilities:

To maintain high quality oral health through provision of oral health education.
To screen and do preventive clinical dental services and recommend referrals where appropriate.

Requirements:

Diploma in community oral health from KMTC or a recognized institution.
Two year post training experience in a busy hospital.
Registration with Oral Health Association of Kenya.

Orthopaedic Technologist (1 POST) J/G/H

Responsibilities:

To provide care to patients with bone and joint problems.

Requirements:

Diploma in Orthopaedic Technology from KMTC or recognized institution.
Two years post training experience in a busy hospital.

Physiotherapist (1 POST) J/G/H

Responsibilities:

Initiate appropriate physiotherapy intervention programs for clients.

Requirements:

Diploma in physiotherapy from KMTC or a recognized institution.
Two years post training experience in a busy hospital.

Medical Engineer (1 POST) J/G/H

Responsibilities:

Determine specifications for medical equipment to be procured.
Determine equipment needs for the county.
Procure and install medical equipment.
Service medical equipment.

Requirements:

Diploma in medical engineering from KMTC or a recognized institution
Two years post training experience in a busy hospital.

County Medical Engineer (1 POST) J/G/H

Responsibilities:

Coordinate servicing and prepare service contracts for medical equipment.
Supervise staff.
Calibrate and maintain inventory of medical equipment

Requirements:

Degree in engineering from a recognized institution.
Two years post training experience in a busy hospital.

8. WATER SERVICES, ENVIRONMENT & NATURAL RESOURCES

COUNTY DIRECTOR WATER SERVICES, ENVIRONMENT & NATURAL RESOURCES (1 POST) J/G/R

Requirements:

Bachelors Degree in civil engineering, water, irrigation engineering or environmental science, natural resources, ecological/environmental discipline
Masters Degree is an added advantage.
Ten years relevant experience

Responsibilities:

Overseeing and coordinating the implementation of work plans, strategies and investment plans
Research on & mapping of natural resources
Undertaking monitoring and evaluation of water activities in the county
Preparation of reports on water activities

WATER & IRRIGATION OFFICER (5 POSTS) J/G/P

Requirements:

Bachelors Degree in Engineering preferably water or Irrigation engineering
Higher Diploma/ Diploma in water engineering.
At least 10 years work experience in water sector

Responsibilities:

Ensure timely implementation of work plans.
Compile monthly reports.
Monitor and evaluate projects.
Research & mapping of natural resources
Organize stakeholder forums.

ENVIRONMENT & NATURAL RESOURCES OFFICER (5 POSTS) J/G/P

Requirements:

Bachelors Degree in environmental science or Natural resources
Higher Diploma or Diploma in Environmental sciences.
At least 10 years working experience in the sector

Responsibilities:

Formulate work plans and implementation strategies
Ensure timely implementation of work plans within their areas of jurisdiction
Compile monthly environmental reports.

9. EDUCATION, VOCATIONAL TRAINING AND SPORTS

ASSISTANT DIRECTOR (1 POST) J/G/P

Requirements:

Must be a degree holder
Advanced training in education or management sciences with an experience in supervision is an added advantage
5 years experience.

Responsibilities:

Supervise officers at sub county level
Co-ordinate activities of ECDEYP and Sports
Domestication and implementation of policies to suit the needs of the county.

ASSISTANT DIRECTOR (J/G/P) (1 POST)

Requirements:

Be a degree holder
Advanced training in education
2 years experience in administration

Responsibilities:

AIE holder
Answers/reports to the County director

EDUCATION COORDINATOR (J/G/P) (6 POSTS)

Requirements:

Be a degree holder preferably in ECDE, technical education and special education
OR
Higher national Diploma in technical education
5 years experience
Previous experience in supervision will be an added advantage

Responsibilities:

In charge of all education activities in the county
Ensure quality and standards of curriculum implementation in the ECD centres and polytechnics is maintained
Awareness creation on the importance of ECDE youth training and sports

HOW TO APPLY:

- All applicants should submit their applications in sealed envelope with an indication of the post applied for on the top left side of the envelope.
- All applications to be accompanied with copies of national identification cards, academic and professional certificates together with details CV'S.
- Clearance documents for purposes of complying with the provisions of chapter six of the constitution will be required from those shortlisted.
- Hand delivered applications can be submitted at the Public Service Board offices next to the county assembly.

All applications should be submitted so as to reach the undersigned on or before 22nd November, 2013:-

Secretary/CEO
Public Service Board
P.O.Box 605-20400
BOMET.
Tel. 0704-734-693

The county government of Bomet is an equal opportunity employer. Women and persons with disabilities are encouraged to apply.

REPUBLIC OF KENYA



COUNTY GOVERNMENT OF BOMET
PUBLIC SERVICE BOARD

VACANCIES

The County Government of Bomet through the Public Service Board invites interested and qualified persons to fill the following positions:

1. INTERNAL AUDITOR J.G. 9 (7 Posts)

Requirements

- Bachelors degree in Economics, Finance or Accounting or CPA (K)
- Three years experience in a public institution

Responsibilities

- Ensuring maintenance of high audit standards
- Monitoring and reviewing of audit programs for all sectors in the sub counties
- Planning, organizing and controlling of audit function

2. DRIVER II J.G. VI (30 Posts)

Requirements

- KCSE Mean grade D plain
- A valid driving license free from any current endorsements
- Suitability tests conducted by the Ministry of Roads and Public Works
- Occupational trade test conducted by the Ministry of Roads and Public Works
- A valid certificate of good conduct
- Defensive driving certificate from Automobile Association of Kenya (AA)
- A first aid certificate course lasting not less than a week from Kenya Institute of Highways and Building Technology, St John Ambulance or any other recognized institution

Responsibilities

- Driving assigned motor vehicles
- Carrying out routine checks and maintenance of the vehicle
- Maintenance of work tickets
- Detecting and reporting malfunctioning of the vehicle systems
- Carrying authorized passengers and / or goods and ensuring their safety
- Carrying out first aid, cleanliness and overall vehicle maintenance and management

N/B: Interested and eligible applicants for position of driver who are within the county can hand deliver their applications to the offices of the Sub County Administrator in their sub counties.

RE-ADVERTISEMENT

The County Government of Bomet through the Public Service Board invites interested and qualified persons to fill the positions below:

RECORDS MANAGEMENT OFFICER J.G. KV (2 Posts)

Requirements

- Bachelors degree in Information Science, Records Management or Business Administration with a relevant diploma
- Served as Records Management Officer or related position for minimum of three (3) years
- Must have been verified by the relevant body

Responsibilities

- Collecting and consolidating all records management systems in the County
- Ensuring proper records management and security of information/records
- Controlling of opening of files and indexing
- Updating and maintaining up-to-date file movement systems
- Establishing county registries
- Establish and maintain archives for county records
- Performing any other duties that may assigned by the head of Department

SENIOR INTERNAL AUDIT OFFICER J.G. W (1 Post)

Requirements

- Bachelors degree in Economics, Finance or Accounting
- CPA (K) Holder
- Five years audit experience in a public institution

Responsibilities

- Ensuring maintenance of high audit standards
- Monitoring and reviewing of audit programs for all sections in the department
- Planning, organizing and controlling of audit functions

Applications should be submitted so as to reach the undersigned on or before 28th February 2014

Secretary/CEO
Public Service Board
P.O. BOX 605-20400
BOMET
Tel: 0704-734-693

The County Government of Bomet is an equal opportunity employer. Women and persons with disabilities are encouraged to apply.

REPUBLIC OF KENYA

COUNTY GOVERNMENT OF BOMET
VACANCIES

The County Government of Bomet through the Public Services Department is recruiting competent and qualified persons to fill the following positions:

**COUNTY CHIEF SECURITY OFFICER
(SUB-POST)**

Responsibilities:

- Providing a comprehensive security system to ensure maximum protection of the County Government property and vital installations.
- Advising Management on matters relating to security and safety of the County Government.
- Ensuring maximum security vigilance and co-ordinate patrols of all County Government installations.
- Deployment of adequate security personnel in the case of the County Government.
- Fraud detection and investigations in liaison with external third parties.
- Developing and maintaining maximum discipline within the Security teams.
- Assisting in the fight against illicit brews, alcohol and substance abuse.
- Working with the National Security team on arrangements of necessary security measures in the County and during public functions.

Requirements:

- Post graduate qualification in the relevant field.
- At least 5 years relevant experience and has served in the Kenyan disciplined forces.
- Must have attended Senior Command course at Kigenjo.
- Must have attended Senior Management course at the Kenya School of Government.
- Be in possession of a Certificate in Fraud Investigations.
- Certificate of Discharge with good rating.
- Must be fit, proficient.
- Satisfies the requirements of chapter six of the Constitution of Kenya.
- Excellent Communication and interpersonal skills.
- Well conversant with various Security Management Systems.

Requirements:

- Post graduate qualification in the relevant field.
- At least 5 years relevant experience in Security Management and has served in the Kenyan disciplined forces.
- Must have attended Senior Command course at Kigenjo and Senior Management course at the Kenya School of Government.
- Be in possession of a Certificate in Fraud Investigations.
- Certificate of Discharge with good rating.
- Must be fit, proficient.
- Satisfies the requirements of chapter six of the Constitution of Kenya.
- Excellent Communication and interpersonal skills.
- Well conversant with various Security Management Systems.
- Minimum age of 40 years.

**URBAN CHIEF SECURITY OFFICER
(SUB-POST)**

Responsibilities:

- Providing a comprehensive security system to ensure maximum protection of the County Government property and vital installations in the urban areas of the County.
- Advising Management on matters relating to security and safety within the Urban areas.
- Ensuring maximum security vigilance and co-ordinate patrols of all County Government installations in the urban areas.
- Deployment of adequate security personnel in the case of the Urban areas.
- Fraud detection and investigations in liaison with external third parties.
- Developing and maintaining maximum discipline within the Security teams.
- Assisting in the fight against illicit brews, alcohol and substance abuse.

Requirements:

- Post graduate qualification in the relevant field.
- At least 5 years relevant experience in Security Management and has served in the Kenyan disciplined forces.
- Must have attended Senior Command course at Kigenjo and Senior Management course at the Kenya School of Government.
- Be in possession of a Certificate in Fraud Investigations.
- Certificate of Discharge with good rating.
- Must be fit, proficient.
- Satisfies the requirements of chapter six of the Constitution of Kenya.
- Excellent Communication and interpersonal skills.
- Well conversant with various Security Management Systems.
- Minimum age of 40 years.

**CHIEF SECURITY OFFICER
(SUB-POST)**

Responsibilities:

- Providing a comprehensive security system to ensure maximum protection of the County Government property and vital installations.
- Advising Management on matters relating to security and safety.
- Ensuring maximum security vigilance and co-ordinate patrols of all County Government installations.
- Fraud detection and investigations in liaison with external third parties.
- Management of security staff.
- Assisting in the fight against illicit brews, alcohol and substance abuse.

Requirements:

- Post graduate qualification in the relevant field.
- At least 5 years relevant experience and has served in the Kenyan disciplined forces.
- Must have attended Senior Command course at Kigenjo and Senior Management course at the Kenya School of Government.
- Be in possession of a Certificate in Fraud Investigations.
- Certificate of Discharge with good rating.
- Must be fit, proficient, and able to work under pressure.
- Satisfies the requirements of chapter six of the Constitution of Kenya.
- Excellent Communication and interpersonal skills.
- Well conversant with various Security Management Systems.
- Minimum age of 40 years.

**COUNTY CHIEF SECURITY OFFICER
(SUB-POST)**

Responsibilities:

- Providing a comprehensive security system to ensure maximum protection of the County Government property and vital installations and deploying adequate security personnel.
- Advising Management on matters relating to security and safety of the Sub-County.
- Ensuring maximum security vigilance and co-ordinate patrols of all County Government installations within the sub-County.
- Fraud detection and investigations in liaison with external third parties.
- Developing and maintaining maximum discipline within the Security teams.
- Assisting in the fight against illicit brews, alcohol and substance abuse.

County Government of Bomet is an equal opportunity employer. Women and persons with disabilities are encouraged to apply.

RE-ADVERTISEMENT

**COUNTY HOUSING AND URBAN PLANNING
MANAGER FOR LANDS HOUSING AND URBAN PLANNING (SUB-POST)**

Responsibilities:

- Overseeing and coordinating the implementation of housing and urban planning policies and strategies.
- Organizing stakeholder consultations and monitoring and evaluating implementation.
- Preparing detailed departmental and project research and mapping of land use patterns.
- Developing guidelines and regulations for building structures.

Requirements:

- Post graduate qualification in the relevant field.
- At least 5 years relevant experience in housing and urban planning.
- Must have attended Senior Management course at the Kenya School of Government.
- Be in possession of a Certificate in Urban Planning.
- Certificate of Discharge with good rating.
- Must be fit, proficient.
- Satisfies the requirements of chapter six of the Constitution of Kenya.
- Excellent Communication and interpersonal skills.
- Well conversant with various Urban Planning Systems.
- Minimum age of 40 years.

Eligible and interested applicants should submit their applications to read and be interviewed on or before 29 March 2019.

The Secretary/CEO,
Public Services Board,
P.O. Box 605, Bomet.